

ED 002048 00009773-00001

19 ITEM NO	20 SCHEDULE OF SUPPLIES/SERVICES	21 QUANTITY	22 UNIT	23 UNIT PRICE	24 AMOUNT
0001	<p>Max Expire Date: 12/06/2018</p> <p>Period of Performance: 12/07/2017 to 12/06/2018</p> <p>News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages &amp; breaking news alertin, analyst support and access and console maintenance for EPA data based on clip volume</p> <p>Accounting Info: 17-18-B-11H-ZZZME8-2504-1711H71040-001 BFY: 1. EFY: 18 Fund: B Budget Org: 11H Program (PRC): ZZZME8 Budget (BOC): 2504 DCN Line ID: 1711H-1040-001 Funding Flag: Complete Funded: \$20,000.00</p>				
0002	<p>News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Accounting Info: 17-18-B-11-101A46-2504-1711H71040-003 BFY: 17 EFY: 18 Fund: B Budget Org: 11 Program (PRC): 101A46 Budget (BOC): 2504 DCN - Line ID: 1711H71040-003 Funding Flag: Complete Funded: \$15,000.00</p> <p>Continued ...</p>				

32a QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED    ☐ INSPECTED    ☐ ACCEPTED AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

32b SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c DATE	32d PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
32e MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
			32g E MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
33 S/R NUMBER	34 VOUCHER NUMBER	35 AMOUNT VERIFIED CORRECT FOR	36 PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FOR A/C	37 CHECK NUMBER
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL				
38 S/R ACCOUNT NUMBER	39 S/R VOUCHER NUMBER	40 PAID BY		
41a I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT			42a RECEIVED BY (Print)	
41b SIGNATURE AND TITLE OF CERTIFYING OFFICER			42b RECEIVED AT (Location)	
			42c DATE RECD (YYMMDD)	42d TOTAL CONTAINERS

STANDARD FORM 1449 (REV 2/2012) M4C-A



<b>SOLICITATION/CONTRACT/ORDER FC COMMERCIAL ITEMS</b>				1. REQUISITION NUMBER PR-OA-17-00132		PAGE OF 1 23	
2. CONTRACT NO		3. AWARD EFFECTIVE DATE		4. ORDER NUMBER EP-18-H-000025		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME Donna Dews		b. TELEPHONE NUMBER (No collect calls) 202-564-6752		8. OFFER DUE DATE/LOCAL TIME	
9. ISSUED BY HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE: % FOR: <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> SMALL BUSINESS  <input type="checkbox"/> HUBZONE SMALL BUSINESS  <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS </div> <div> <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM  <input type="checkbox"/> EDWOSB  <input type="checkbox"/> 8(A) </div> <div> NAICS: 541820  SIZE STANDARD: \$15.0 </div> </div>			
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING	
15. DELIVER TO HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		CODE: HPOD		16. ADMINISTERED BY HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		CODE: HPOD	
17a. CONTRACTOR/OFFEROR DEFINERS CORP Attn: (b)(4) 1500 Wilson Blvd #5 Arlington VA 22209  TELEPHONE NO. 5712905461		CODE: 076234313 FACILITY CODE:		18a. PAYMENT WILL BE MADE BY RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711		CODE: RTP FMC	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	DUNS Number: 076234313 Initial fee of console customization & Build out based on issues and subjects described in proposal : (b)(4) Twice daily clip packages & breaking news alerts based on clip volume described in proposal - (b)(4) (b)(4) Analyst Support and access based on clip volume - (b)(4) (b)(4) Console Maintenance for EPA data based on clip volume - (b)(4) (b)(4) (Use Reverse and/or Attach Additional Sheets as Necessary)				

25. ACCOUNTING AND APPROPRIATION DATA See schedule		26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$120,000.00	
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED. <input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.		<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED <input type="checkbox"/> 29. AWARD OF CONTRACT: _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:	
30a. SIGNATURE OF OFFEROR/CONTRACTOR		31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) 	
30b. NAME AND TITLE OF SIGNER (Type or print)		31b. NAME OF CONTRACTING OFFICER (Type or print) ELAINE SCOTT	
30c. DATE SIGNED		31c. DATE SIGNED 12/7/17	

19. ITEM NO.	SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
0001	Max Expire Date: 12/06/2018 Period of Performance: 12/07/2017 to 12/06/2018  News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages & breaking news alerts, analyst support and access and console maintenance for EPA data based on clip volume  Accounting Info: 17-18-B-11H-ZZZME8-2504-1711H71040-001 BFY: 17 EFY: 18 Fund: B Budget Org: 11H Program (PRC): ZZZME8 Budget (BOC): 2504 DCN - Line ID: 1711H71040-001 Funding Flag: Complete Funded: \$20,000.00				20,000.00
0002	News analysis and brief service focusing on EPA work and other topics of interest to EPA.  Accounting Info: 17-18-B-11-101A46-2504-1711H71040-003 BFY: 17 EFY: 18 Fund: B Budget Org: 11 Program (PRC): 101A46 Budget (BOC): 2504 DCN - Line ID: 1711H71040-003 Funding Flag: Complete Funded: \$15,000.00  Continued ...				15,000.00

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED    ☐ INSPECTED    ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED:

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL				
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY		
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT			42a. RECEIVED BY (Print)	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER			42b. RECEIVED AT (Location)	
			42c. DATE REC'D (YY/MM/DD)	42d. TOTAL CONTAINERS

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT  
EP-18-H-000025

ING CONTINUED

PAGE 3 OF 23

NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0003	News analysis and brief service focusing on EPA work and other topics of interest to EPA.  Accounting Info: 17-18-B-11-202BD4-2504-1711H71040-004 BFY: 17 EFY: 18 Fund: B Budget Org: 11 Program (PRC): 202BD4 Budget (BOC): 2504 DCN - Line ID: 1711H71040-004 Funding Flag: Complete Funded: \$15,000.00				15,000.00
0004	News analysis and brief service focusing on EPA work and other topics of interest to EPA.  Accounting Info: 17-18-B-11-301ME9-2504-1711H71040-005 BFY: 17 EFY: 18 Fund: B Budget Org: 11 Program (PRC): 301ME9 Budget (BOC): 2504 DCN - Line ID: 1711H71040-005 Funding Flag: Complete Funded: \$5,000.00				5,000.00
0005	News analysis and brief service focusing on EPA work and other topics of interest to EPA.  Accounting Info: 17-18-B-11-303D99-2504-1711H71040-006 BFY: 17 EFY: 18 Fund: B Budget Org: 11 Program (PRC): 303D99 Budget (BOC): 2504 DCN - Line ID: 1711H71040-006 Funding Flag: Complete Funded: \$15,000.00				15,000.00
0006	News analysis and brief service focusing on EPA work and other topics of interest to EPA.  Accounting Info: 17-18-B-11-401CD6-2504-1711H71040-007 BFY: 17 EFY: 18 Fund: B Budget Org: 11 Program (PRC): 401CD6 Budget (BOC): 2504 DCN - Line ID: 1711H71040-007 Funding Flag: Complete Funded: \$15,000.00				15,000.00
0007	News analysis and brief service focusing on EPA work and other topics of interest to EPA.  Continued ...				12,000.00

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT  
EP-18-H-00002

EING CONTINUED

PAGE 4 OF 23

NAME OF OFFEROR OR CONTRACTOR

DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0008	Accounting Info: 17-18-B-11-501E44-2504-1711H71040-008 BFY: 17 EFY: 18 Fund: B Budget Org: 11 Program (PRC): 501E44 Budget (BOC): 2504 DCN - Line ID: 1711H71040-008 Funding Flag: Complete Funded: \$12,000.00  News analysis and brief service focusing on EPA work and other topics of interest to EPA.  Accounting Info: 17-18-B-11-ZZZHF8-2504-1711H71040-009 BFY: 17 EFY: 18 Fund: B Budget Org: 11 Program (PRC): ZZZHF8 Budget (BOC): 2504 DCN - Line ID: 1711H71040-009 Funding Flag: Complete Funded: \$5,000.00				5,000.00
0009	News analysis and brief service focusing on EPA work and other topics of interest to EPA.  Accounting Info: 17-18-C-11-101FK6XR1-2504-1711H71040-010 BFY: 17 EFY: 18 Fund: C Budget Org: 11 Program (PRC): 101FK6XR1 Budget (BOC): 2504 DCN - Line ID: 1711H71040-010 Funding Flag: Complete Funded: \$15,000.00				15,000.00
0010	News analysis and brief service focusing on EPA work and other topics of interest to EPA.  Accounting Info: 17-T-11-501E52-2504-1711H71040-002 BFY: 17 Fund: T Budget Org: 11 Program (PRC): 501E52 Budget (BOC): 2504 DCN - Line ID: 1711H71040-002 Funding Flag: Complete Funded: \$3,000.00  The total amount of award: \$120,000.00. The obligation for this award is shown in box 26.				3,000.00

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## SECTION I - Commercial Clauses - Sam template

### I-1 Clauses

#### I-2 FAR 52.203-13 CONTRACTOR CODE OF BUSINESS ETHICS AND CONDUCT. (OCT 2015)

(a) *Definitions.* As used in this clause-

*Agent* means any individual, including a director, an officer, an employee, or an independent Contractor, authorized to act on behalf of the organization.

*Full cooperation*-(1) Means disclosure to the Government of the information sufficient for law enforcement to identify the nature and extent of the offense and the individuals responsible for the conduct. It includes providing timely and complete response to Government auditors' and investigators' request for documents and access to employees with information;

(2) Does not foreclose any Contractor rights arising in law, the FAR, or the terms of the contract. It does not require-

(i) A Contractor to waive its attorney-client privilege or the protections afforded by the attorney work product doctrine; or

(ii) Any officer, director, owner, or employee of the Contractor, including a sole proprietor, to waive his or her attorney client privilege or Fifth Amendment rights; and

(3) Does not restrict a Contractor from-

(i) Conducting an internal investigation; or

(ii) Defending a proceeding or dispute arising under the contract or related to a potential or disclosed violation.

*Principal* means an officer, director, owner, partner, or a person having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a division or business segment; and similar positions).

*Subcontract* means any contract entered into by a subcontractor to furnish supplies or services for performance of a prime contract or a subcontract.

*Subcontractor* means any supplier, distributor, vendor, or firm that furnished supplies or services to or for a prime contractor or another subcontractor.

*United States* means the 50 States, the District of Columbia, and outlying areas.

(b) *Code of business ethics and conduct.* (1) Within 30 days after contract award, unless the Contracting Officer establishes a longer time period, the Contractor shall-

(i) Have a written code of business ethics and conduct;

(ii) Make a copy of the code available to each employee engaged in performance of the contract.

(2) The Contractor shall-

(i) Exercise due diligence to prevent and detect criminal conduct; and

(ii) Otherwise promote an organizational culture that encourages ethical conduct and a commitment to compliance with the law.

(3)(i) The Contractor shall timely disclose, in writing, to the agency Office of the Inspector General (OIG), with a copy to the Contracting Officer, whenever, in connection with the award, performance, or closeout of this contract or any subcontract thereunder, the Contractor has credible evidence that a principal, employee, agent, or subcontractor of the Contractor has committed-

(A) A violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code; or

(B) A violation of the civil False Claims Act (31 U.S.C. 3729-3733).

(ii) The Government, to the extent permitted by law and regulation, will safeguard and treat information obtained pursuant to the Contractor's disclosure as confidential where the information has been marked "confidential" or "proprietary" by the company. To the extent permitted by law and regulation, such information will not be released by the Government to the public pursuant to a Freedom of Information Act request, 5 U.S.C. Section 552, without prior notification to the Contractor. The Government may transfer documents provided by the Contractor to any department or agency within the Executive Branch if the information relates to matters within the organization's jurisdiction.

(iii) If the violation relates to an order against a Governmentwide acquisition contract, a multi-agency contract, a multiple-award schedule contract such as the Federal Supply Schedule, or any other procurement instrument intended for use by multiple agencies, the Contractor shall notify the OIG of the ordering agency and the IG of the agency responsible for the basic contract.

(c) Business ethics awareness and compliance program and internal control system. This paragraph (c) does not apply if the Contractor has represented itself as a small business concern pursuant to the award of this contract or if this contract is for the acquisition of a commercial item as defined at FAR 2.101. The Contractor shall establish the following within 90 days after contract award, unless the Contracting Officer establishes a longer time period:

(1) An ongoing business ethics awareness and compliance program.

(i) This program shall include reasonable steps to communicate periodically and in a practical manner the Contractor's standards and procedures and other aspects of the Contractor's business ethics awareness and compliance program and internal control system, by conducting effective training programs and otherwise disseminating information appropriate to an individual's respective roles and responsibilities.

(ii) The training conducted under this program shall be provided to the Contractor's principals and employees, and as appropriate, the Contractor's agents and subcontractors.

(2) An internal control system.

(i) The Contractor's internal control system shall-

(A) Establish standards and procedures to facilitate timely discovery of improper conduct in connection with Government contracts; and

(B) Ensure corrective measures are promptly instituted and carried out.

(ii) At a minimum, the Contractor's internal control system shall provide for the following:

(A) Assignment of responsibility at a sufficiently high level and adequate resources to ensure effectiveness of the business ethics awareness and compliance program and internal control system.

(B) Reasonable efforts not to include an individual as a principal, whom due diligence would have exposed as having engaged in conduct that is in conflict with the Contractor's code of business ethics and conduct.

(C) Periodic reviews of company business practices, procedures, policies, and internal controls for compliance with the Contractor's code of business ethics and conduct and the special requirements of Government contracting, including-

(1) Monitoring and auditing to detect criminal conduct;

(2) Periodic evaluation of the effectiveness of the business ethics awareness and compliance program and internal control system, especially if criminal conduct has been detected; and

(3) Periodic assessment of the risk of criminal conduct, with appropriate steps to design, implement, or modify the business ethics awareness and compliance program and the internal control system as necessary to reduce the risk of criminal conduct identified through this process.

(D) An internal reporting mechanism, such as a hotline, which allows for anonymity or confidentiality, by which employees may report suspected instances of improper conduct, and instructions that encourage employees to make such reports.

(E) Disciplinary action for improper conduct or for failing to take reasonable steps to prevent or detect improper conduct.

(F) Timely disclosure, in writing, to the agency OIG, with a copy to the Contracting Officer, whenever, in connection with the award, performance, or closeout of any Government contract performed by the Contractor or a subcontractor thereunder, the Contractor has credible evidence that a principal, employee, agent, or subcontractor of the Contractor has committed a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 U.S.C. or a violation of the civil False Claims Act (31 U.S.C. 3729-3733).

(1) If a violation relates to more than one Government contract, the Contractor may make the disclosure to the agency OIG and Contracting Officer responsible for the largest dollar value contract impacted by the violation.

(2) If the violation relates to an order against a Governmentwide acquisition contract, a multi-agency contract, a multiple-award schedule contract such as the Federal Supply Schedule, or any other procurement instrument intended for use by multiple agencies, the contractor shall notify the OIG of the ordering agency and the IG of the agency responsible for the basic contract, and the respective agencies' contracting officers.

(3) The disclosure requirement for an individual contract continues until at least 3 years after final payment on the contract.

(4) The Government will safeguard such disclosures in accordance with paragraph (b)(3)(ii) of this clause.



(G) Full cooperation with any Government agencies responsible for audits, investigations, or corrective actions.

(d) *Subcontracts.* (1) The Contractor shall include the substance of this clause, including this paragraph (d), in subcontracts that have a value in excess of \$5.5 million and a performance period of more than 120 days.

(2) In altering this clause to identify the appropriate parties, all disclosures of violation of the civil False Claims Act or of Federal criminal law shall be directed to the agency Office of the Inspector General, with a copy to the Contracting Officer.

(End of clause)

#### I-3 FAR 52.209-2 PROHIBITION ON CONTRACTING WITH INVERTED DOMESTIC CORPORATIONS-REPRESENTATION. (NOV 2015)

(a) *Definitions.* *Inverted domestic corporation* and *subsidiary* have the meaning given in the clause of this contract entitled Prohibition on Contracting with Inverted Domestic Corporations (52.209-10).

(b) Government agencies are not permitted to use appropriated (or otherwise made available) funds for contracts with either an inverted domestic corporation, or a subsidiary of an inverted domestic corporation, unless the exception at 9.108-2(b) applies or the requirement is waived in accordance with the procedures at 9.108-4.

(c) *Representation.* The Offeror represents that-

(1) It \_\_\_ is, \_\_\_ is not an inverted domestic corporation; and

(2) It \_\_\_ is, \_\_\_ is not a subsidiary of an inverted domestic corporation.

(End of provision)

#### I-4 FAR 52.212-4 CONTRACT TERMS AND CONDITIONS - COMMERCIAL ITEMS. (JAN 2017)

(a) *Inspection/Acceptance.* The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. If repair/replacement or reperformance will not correct the defects or is not possible, the Government may seek an equitable price reduction or adequate consideration for acceptance of nonconforming supplies or services. The Government must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

(b) *Assignment.* The Contractor or its assignee may assign its rights to receive payment due as a result of performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency in accordance with the Assignment of Claims Act (31 U.S.C. 3727). However, when a third party makes payment (e.g., use of the Governmentwide commercial purchase card), the Contractor may not assign its rights to receive payment under this contract.

(c) *Changes.* Changes in the terms and conditions of this contract may be made only by written agreement of the parties.

(d) *Disputes.* This contract is subject to 41 U.S.C. chapter 71, Contract Disputes. Failure of the parties to this contract to reach agreement on any request for equitable adjustment, claim, appeal or action arising under or relating to this contract shall be a dispute to be resolved in accordance with the clause at FAR 52.233-1, Disputes, which is incorporated herein by reference. The Contractor shall proceed diligently with performance of this contract, pending final resolution of any dispute arising under the contract.

(e) *Definitions.* The clause at FAR 52.202-1, Definitions, is incorporated herein by reference.

(f) *Excusable delays.* The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to the Contracting Officer of the cessation of such occurrence.

(g) *Invoice.* (1) The Contractor shall submit an original invoice and three copies (or electronic invoice, if authorized) to the address designated in the contract to receive invoices. An invoice must include-

- (i) Name and address of the Contractor;
- (ii) Invoice date and number;
- (iii) Contract number, line item number and, if applicable, the order number;
- (iv) Description, quantity, unit of measure, unit price and extended price of the items delivered;
- (v) Shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;
- (vi) Terms of any discount for prompt payment offered;
- (vii) Name and address of official to whom payment is to be sent;
- (viii) Name, title, and phone number of person to notify in event of defective invoice; and
- (ix) Taxpayer Identification Number (TIN). The Contractor shall include its TIN on the invoice only if required elsewhere in this contract.
- (x) Electronic funds transfer (EFT) banking information.

(A) The Contractor shall include EFT banking information on the invoice only if required elsewhere in this contract.

(B) If EFT banking information is not required to be on the invoice, in order for the invoice to be a proper invoice, the Contractor shall have submitted correct EFT banking information in accordance with the applicable solicitation provision, contract clause (e.g., 52.232-33, Payment by Electronic Funds Transfer-System for Award Management, or 52.232-34, Payment by Electronic Funds Transfer-Other Than System for Award Management), or applicable agency procedures.

(C) EFT banking information is not required if the Government waived the requirement to pay by EFT.

(2) Invoices will be handled in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) prompt payment regulations at 5 CFR part 1315.

(h) *Patent indemnity.* The Contractor shall indemnify the Government and its officers, employees and agents against liability, including costs, for actual or alleged direct or contributory infringement of, or inducement to infringe, any United States or foreign patent, trademark or copyright, arising out of the

performance of this contract, provided the Contractor is reasonably notified of such claims and proceedings.

(i) *Payment-* (1) *Items accepted.* Payment shall be made for items accepted by the Government that have been delivered to the delivery destinations set forth in this contract.

(2) *Prompt payment.* The Government will make payment in accordance with the Prompt Payment Act (31 U.S.C. 3903) and prompt payment regulations at 5 CFR part 1315.

(3) *Electronic Funds Transfer (EFT).* If the Government makes payment by EFT, see 52.212-5(b) for the appropriate EFT clause.

(4) *Discount.* In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the specified payment date if an electronic funds transfer payment is made.

(5) *Overpayments.* If the Contractor becomes aware of a duplicate contract financing or invoice payment or that the Government has otherwise overpaid on a contract financing or invoice payment, the Contractor shall-

(i) Remit the overpayment amount to the payment office cited in the contract along with a description of the overpayment including the-

(A) Circumstances of the overpayment (e.g., duplicate payment, erroneous payment, liquidation errors, date(s) of overpayment);

(B) Affected contract number and delivery order number, if applicable;

(C) Affected line item or subline item, if applicable; and

(D) Contractor point of contact.

(ii) Provide a copy of the remittance and supporting documentation to the Contracting Officer.

(6) *Interest.* (i) All amounts that become payable by the Contractor to the Government under this contract shall bear simple interest from the date due until paid unless paid within 30 days of becoming due. The interest rate shall be the interest rate established by the Secretary of the Treasury as provided in 41 U.S.C. 7109, which is applicable to the period in which the amount becomes due, as provided in (i)(6)(v) of this clause, and then at the rate applicable for each six-month period as fixed by the Secretary until the amount is paid.

(ii) The Government may issue a demand for payment to the Contractor upon finding a debt is due under the contract.

(iii) *Final decisions.* The Contracting Officer will issue a final decision as required by 33.211 if-

(A) The Contracting Officer and the Contractor are unable to reach agreement on the existence or amount of a debt within 30 days;

(B) The Contractor fails to liquidate a debt previously demanded by the Contracting Officer within the timeline specified in the demand for payment unless the amounts were not repaid because the Contractor has requested an installment payment agreement; or

(C) The Contractor requests a deferment of collection on a debt previously demanded by the Contracting Officer (see 32.607-2).

(iv) If a demand for payment was previously issued for the debt, the demand for payment included in the final decision shall identify the same due date as the original demand for payment.

(v) Amounts shall be due at the earliest of the following dates:

(A) The date fixed under this contract.

(B) The date of the first written demand for payment, including any demand for payment resulting from a default termination.

(vi) The interest charge shall be computed for the actual number of calendar days involved beginning on the due date and ending on-

(A) The date on which the designated office receives payment from the Contractor;

(B) The date of issuance of a Government check to the Contractor from which an amount otherwise payable has been withheld as a credit against the contract debt; or

(C) The date on which an amount withheld and applied to the contract debt would otherwise have become payable to the Contractor.

(vii) The interest charge made under this clause may be reduced under the procedures prescribed in 32.608-2 of the Federal Acquisition Regulation in effect on the date of this contract.

(j) *Risk of loss.* Unless the contract specifically provides otherwise, risk of loss or damage to the supplies provided under this contract shall remain with the Contractor until, and shall pass to the Government upon:

(1) Delivery of the supplies to a carrier, if transportation is f.o.b. origin; or

(2) Delivery of the supplies to the Government at the destination specified in the contract, if transportation is f.o.b. destination.

(k) *Taxes.* The contract price includes all applicable Federal, State, and local taxes and duties.

(l) *Termination for the Government's convenience.* The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

(m) *Termination for cause.* The Government may terminate this contract, or any part hereof, for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any contract terms and conditions, or fails to provide the Government, upon request, with adequate assurances of future performance. In the event of termination for cause, the Government shall not be liable to the Contractor for any amount for supplies or services not accepted, and the Contractor shall be liable to the Government for

any and all rights and remedies provided by law. If it is determined that the Government improperly terminated this contract for default, such termination shall be deemed a termination for convenience.

(n) *Title*. Unless specified elsewhere in this contract, title to items furnished under this contract shall pass to the Government upon acceptance, regardless of when or where the Government takes physical possession.

(o) *Warranty*. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

(p) *Limitation of liability*. Except as otherwise provided by an express warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

(q) *Other compliances*. The Contractor shall comply with all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this contract.

(r) *Compliance with laws unique to Government contracts*. The Contractor agrees to comply with 31 U.S.C. 1352 relating to limitations on the use of appropriated funds to influence certain Federal contracts; 18 U.S.C. 431 relating to officials not to benefit; 40 U.S.C. chapter 37, Contract Work Hours and Safety Standards; 41 U.S.C. chapter 87, Kickbacks; 41 U.S.C. 4712 and 10 U.S.C. 2409 relating to whistleblower protections; 49 U.S.C. 40118, Fly American; and 41 U.S.C. chapter 21 relating to procurement integrity.

(s) *Order of precedence*. Any inconsistencies in this solicitation or contract shall be resolved by giving precedence in the following order: (1) the schedule of supplies/services; (2) The Assignments, Disputes, Payments, Invoice, Other Compliances, Compliance with Laws Unique to Government Contracts, and Unauthorized Obligations paragraphs of this clause; (3) the clause at 52.212-5; (4) addenda to this solicitation or contract, including any license agreements for computer software; (5) solicitation provisions if this is a solicitation; (6) other paragraphs of this clause; (7) the Standard Form 1449; (8) other documents, exhibits, and attachments; and (9) the specification.

(t) *System for Award Management (SAM)* (1) Unless exempted by an addendum to this contract, the Contractor is responsible during performance and through final payment of any contract for the accuracy and completeness of the data within the SAM database, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in the SAM database after the initial registration, the Contractor is required to review and update on an annual basis from the date of initial registration or subsequent updates its information in the SAM database to ensure it is current, accurate and complete. Updating information in the SAM does not alter the terms and conditions of this contract and is not a substitute for a properly executed contractual document.

(2)(i) If a Contractor has legally changed its business name, "doing business as" name, or division name (whichever is shown on the contract), or has transferred the assets used in performing the contract, but has not completed the necessary requirements regarding novation and change-of-name agreements in FAR subpart 42.12, the Contractor shall provide the responsible Contracting Officer a minimum of one business day's written notification of its intention to (A) change the name in the SAM database; (B) comply with the requirements of subpart 42.12; and (C) agree in writing to the timeline and procedures specified by the responsible Contracting Officer. The Contractor must provide with the notification sufficient documentation to support the legally changed name.

(ii) If the Contractor fails to comply with the requirements of paragraph (t)(2)(i) of this clause, or fails to perform the agreement at paragraph (t)(2)(i)(C) of this clause, and, in the absence of a properly executed novation or change-of-name agreement, the SAM information that shows the Contractor to be other than the Contractor indicated in the contract will be considered to be incorrect information within the meaning of the "Suspension of Payment" paragraph of the electronic funds transfer (EFT) clause of this contract.

(3) The Contractor shall not change the name or address for EFT payments or manual payments, as appropriate, in the SAM record to reflect an assignee for the purpose of assignment of claims (see Subpart 32.8, Assignment of Claims). Assignees shall be separately registered in the SAM database. Information provided to the Contractor's SAM record that indicates payments, including those made by EFT, to an ultimate recipient other than that Contractor will be considered to be incorrect information within the meaning of the "Suspension of payment" paragraph of the EFT clause of this contract.

(4) Offerors and Contractors may obtain information on registration and annual confirmation requirements via SAM accessed through <https://www.acquisition.gov>.

(u) *Unauthorized Obligations.* (1) Except as stated in paragraph (u)(2) of this clause, when any supply or service acquired under this contract is subject to any End User License Agreement (EULA), Terms of Service (TOS), or similar legal instrument or agreement, that includes any clause requiring the Government to indemnify the Contractor or any person or entity for damages, costs, fees, or any other loss or liability that would create an Anti-Deficiency Act violation (31 U.S.C. 1341), the following shall govern:

(i) Any such clause is unenforceable against the Government.

(ii) Neither the Government nor any Government authorized end user shall be deemed to have agreed to such clause by virtue of it appearing in the EULA, TOS, or similar legal instrument or agreement. If the EULA, TOS, or similar legal instrument or agreement is invoked through an "I agree" click box or other comparable mechanism (e.g., "click-wrap" or "browse-wrap" agreements), execution does not bind the Government or any Government authorized end user to such clause.

(iii) Any such clause is deemed to be stricken from the EULA, TOS, or similar legal instrument or agreement.

(2) Paragraph (u)(1) of this clause does not apply to indemnification by the Government that is expressly authorized by statute and specifically authorized under applicable agency regulations and procedures.

(v) *Incorporation by reference.* The Contractor's representations and certifications, including those completed electronically via the System for Award Management (SAM), are incorporated by reference into the contract.

(End of clause)

I-5 FAR 52.222-3 CONVICT LABOR. (JUN 2003)

I-6 FAR 52.222-35 EQUAL OPPORTUNITY FOR VETERANS. (OCT 2015)

(a) Definitions. As used in this clause-

"Active duty wartime or campaign badge veteran," "Armed Forces service medal veteran," "disabled veteran," "protected veteran," "qualified disabled veteran," and "recently separated veteran" have the meanings given at FAR 22.1301.

(b) Equal opportunity clause. The Contractor shall abide by the requirements of the equal opportunity clause at 41 CFR 60-300.5(a), as of March 24, 2014. This clause prohibits discrimination against qualified protected veterans, and requires affirmative action by the Contractor to employ and advance in employment qualified protected veterans.

(c) Subcontracts. The Contractor shall insert the terms of this clause in subcontracts of \$150,000 or more unless exempted by rules, regulations, or orders of the Secretary of Labor. The Contractor shall act as specified by the Director, Office of Federal Contract Compliance Programs, to enforce the terms, including

action for noncompliance. Such necessary changes in language may be made as shall be appropriate to identify properly the parties and their undertakings.

(End of clause)

**1-7 FAR 52.232-25 PROMPT PAYMENT. (JAN 2017)**

Notwithstanding any other payment clause in this contract, the Government will make invoice payments under the terms and conditions specified in this clause. The Government considers payment as being made on the day a check is dated or the date of an electronic funds transfer (EFT). Definitions of pertinent terms are set forth in sections 2.101, 32.001, and 32.902 of the Federal Acquisition Regulation. All days referred to in this clause are calendar days, unless otherwise specified. (However, see paragraph (a)(4) of this clause concerning payments due on Saturdays, Sundays, and legal holidays.)

(a) Invoice payments--(1) Due date. (i) Except as indicated in paragraphs (a)(2) and (c) of this clause, the due date for making invoice payments by the designated payment office is the later of the following two events:

(A) The 30th day after the designated billing office receives a proper invoice from the Contractor (except as provided in paragraph (a)(1)(ii) of this clause).

(B) The 30th day after Government acceptance of supplies delivered or services performed. For a final invoice, when the payment amount is subject to contract settlement actions, acceptance is deemed to occur on the effective date of the contract settlement.

(ii) If the designated billing office fails to annotate the invoice with the actual date of receipt at the time of receipt, the invoice payment due date is the 30th day after the date of the Contractor's invoice, provided the designated billing office receives a proper invoice and there is no disagreement over quantity, quality, or Contractor compliance with contract requirements.

(2) Certain food products and other payments. (i) Due dates on Contractor invoices for meat, meat food products, or fish; perishable agricultural commodities; and dairy products, edible fats or oils, and food products prepared from edible fats or oils are--

(A) For meat or meat food products, as defined in section 2(a)(3) of the Packers and Stockyard Act of 1921 (7 U.S.C. 182(3)), and as further defined in Pub. L. 98-181, including any edible fresh or frozen poultry meat, any perishable poultry meat food product, fresh eggs, and any perishable egg product, as close as possible to, but not later than, the 7th day after product delivery.

(B) For fresh or frozen fish, as defined in section 204(3) of the Fish and Seafood Promotion Act of 1986 (16 U.S.C. 4003(3)), as close as possible to, but not later than, the 7th day after product delivery.

(C) For perishable agricultural commodities, as defined in section 1(4) of the Perishable Agricultural Commodities Act of 1930 (7 U.S.C. 499a(4)), as close as possible to, but not later than, the 10th day after product delivery, unless another date is specified in the contract.

(D) For dairy products, as defined in section 111(e) of the Dairy Production Stabilization Act of 1983 (7 U.S.C. 4502(e)), edible fats or oils, and food products prepared from edible fats or oils, as close as possible to, but not later than, the 10th day after the date on which a proper invoice has been received. Liquid milk, cheese, certain processed cheese products, butter, yogurt, ice cream, mayonnaise, salad dressings, and other similar products, fall within this

classification. Nothing in the Act limits this classification to refrigerated products. When questions arise regarding the proper classification of a specific product, prevailing industry practices will be followed in specifying a contract payment due date. The burden of proof that a classification of a specific product is, in fact, prevailing industry practice is upon the Contractor making the representation.

(ii) If the contract does not require submission of an invoice for payment (e.g., periodic lease payments), the due date will be as specified in the contract.

(3) Contractor's invoice. The Contractor shall prepare and submit invoices to the designated billing office specified in the contract. A proper invoice must include the items listed in paragraphs (a)(3)(i) through (a)(3)(x) of this clause. If the invoice does not comply with these requirements, the designated billing office will return it within 7 days after receipt (3 days for meat, meat food products, or fish; 5 days for perishable agricultural commodities, dairy products, edible fats or oils, and food products prepared from edible fats or oils), with the reasons why it is not a proper invoice. The Government will take into account untimely notification when computing any interest penalty owed the Contractor.

(i) Name and address of the Contractor.

(ii) Invoice date and invoice number. (The Contractor should date invoices as close as possible to the date of the mailing or transmission.)

(iii) Contract number or other authorization for supplies delivered or services performed (including order number and line item number).

(iv) Description, quantity, unit of measure, unit price, and extended price of supplies delivered or services performed.

(v) Shipping and payment terms (e.g., shipment number and date of shipment, discount for prompt payment terms). Bill of lading number and weight of shipment will be shown for shipments on Government bills of lading.

(vi) Name and address of Contractor official to whom payment is to be sent (must be the same as that in the contract or in a proper notice of assignment).

(vii) Name (where practicable), title, phone number, and mailing address of person to notify in the event of a defective invoice.

(viii) Taxpayer Identification Number (TIN). The Contractor shall include its TIN on the invoice only if required elsewhere in this contract.

(ix) Electronic funds transfer (EFT) banking information.

(A) The Contractor shall include EFT banking information on the invoice only if required elsewhere in this contract.

(B) If EFT banking information is not required to be on the invoice, in order for the invoice to be a proper invoice, the Contractor shall have submitted correct EFT banking information in accordance with the applicable solicitation provision (e.g., 52.232-38, Submission of Electronic Funds Transfer Information with Offer), contract clause (e.g., 52.232-33, Payment by Electronic Funds Transfer-System for Award Management, or 52.232-34, Payment by Electronic Funds Transfer-Other Than System for Award Management), or applicable agency procedures.



(C) EFT banking information is not required if the Government waived the requirement to pay by EFT.

(x) Any other information or documentation required by the contract (e.g., evidence of shipment).

(4) Interest penalty. The designated payment office will pay an interest penalty automatically, without request from the Contractor, if payment is not made by the due date and the conditions listed in paragraphs (a)(4)(i) through (a)(4)(iii) of this clause are met, if applicable. However, when the due date falls on a Saturday, Sunday, or legal holiday, the designated payment office may make payment on the following working day without incurring a late payment interest penalty.

(i) The designated billing office received a proper invoice.

(ii) The Government processed a receiving report or other Government documentation authorizing payment, and there was no disagreement over quantity, quality, or Contractor compliance with any contract term or condition.

(iii) In the case of a final invoice for any balance of funds due the Contractor for supplies delivered or services performed, the amount was not subject to further contract settlement actions between the Government and the Contractor.

(5) Computing penalty amount. The Government will compute the interest penalty in accordance with the Office of Management and Budget prompt payment regulations at 5 CFR part 1315.

(i) For the sole purpose of computing an interest penalty that might be due the Contractor, Government acceptance is deemed to occur constructively on the 7th day (unless otherwise specified in this contract) after the Contractor delivers the supplies or performs the services in accordance with the terms and conditions of the contract, unless there is a disagreement over quantity, quality, or Contractor compliance with a contract provision. If actual acceptance occurs within the constructive acceptance period, the Government will base the determination of an interest penalty on the actual date of acceptance. The constructive acceptance requirement does not, however, compel Government officials to accept supplies or services, perform contract administration functions, or make payment prior to fulfilling their responsibilities.

(ii) The prompt payment regulations at 5 CFR 1315.10(c) do not require the Government to pay interest penalties if payment delays are due to disagreement between the Government and the Contractor over the payment amount or other issues involving contract compliance, or on amounts temporarily withheld or retained in accordance with the terms of the contract. The Government and the Contractor shall resolve claims involving disputes and any interest that may be payable in accordance with the clause at FAR 52.233-1, Disputes.

(6) Discounts for prompt payment. The designated payment office will pay an interest penalty automatically, without request from the Contractor, if the Government takes a discount for prompt payment improperly. The Government will calculate the interest penalty in accordance with the prompt payment regulations at 5 CFR part 1315.

(7) Additional interest penalty. (i) The designated payment office will pay a penalty amount, calculated in accordance with the prompt payment regulations at 5 CFR part 1315 in addition to the interest penalty amount only if--

(A) The Government owes an interest penalty of \$1 or more;

(B) The designated payment office does not pay the interest penalty within 10 days after the date the invoice amount is paid; and

(C) The Contractor makes a written demand to the designated payment office for additional penalty payment, in accordance with paragraph (a)(7)(ii) of this clause, postmarked not later than 40 days after the invoice amount is paid.

(ii)(A) The Contractor shall support written demands for additional penalty payments with the following data. The Government will not request any additional data. The Contractor shall--

(1) Specifically assert that late payment interest is due under a specific invoice, and request payment of all overdue late payment interest penalty and such additional penalty as may be required;

(2) Attach a copy of the invoice on which the unpaid late payment interest is due; and

(3) State that payment of the principal has been received, including the date of receipt.

(B) If there is no postmark or the postmark is illegible--

(1) The designated payment office that receives the demand will annotate it with the date of receipt, provided the demand is received on or before the 40th day after payment was made; or

(2) If the designated payment office fails to make the required annotation, the Government will determine the demand's validity based on the date the Contractor has placed on the demand, provided such date is no later than the 40th day after payment was made.

(iii) The additional penalty does not apply to payments regulated by other Government regulations (e.g., payments under utility contracts subject to tariffs and regulation).

(b) Contract financing payment. If this contract provides for contract financing, the Government will make contract financing payments in accordance with the applicable contract financing clause.

(c) Fast payment procedure due dates. If this contract contains the clause at 52.213-1, Fast Payment Procedure, payments will be made within 15 days after the date of receipt of the invoice.

(d) Overpayments. If the Contractor becomes aware of a duplicate contract financing or invoice payment or that the Government has otherwise overpaid on a contract financing or invoice payment, the Contractor shall--

(1) Remit the overpayment amount to the payment office cited in the contract along with a description of the overpayment including the--

(i) Circumstances of the overpayment (e.g., duplicate payment, erroneous payment, liquidation errors, date(s) of overpayment);

(ii) Affected contract number and delivery order number if applicable;

(iii) Affected line item or subline item, if applicable; and

(iv) Contractor point of contact.

(2) Provide a copy of the remittance and supporting documentation to the Contracting Officer.

(End of clause)

**I-8 FAR 52.232-33 PAYMENT BY ELECTRONIC FUNDS TRANSFER - SYSTEM FOR AWARD MANAGEMENT. (JUL 2013)**

(a) *Method of payment.* (1) All payments by the Government under this contract shall be made by electronic funds transfer (EFT), except as provided in paragraph (a)(2) of this clause. As used in this clause, the term "EFT" refers to the funds transfer and may also include the payment information transfer.

(2) In the event the Government is unable to release one or more payments by EFT, the Contractor agrees to either-

(i) Accept payment by check or some other mutually agreeable method of payment; or

(ii) Request the Government to extend the payment due date until such time as the Government can make payment by EFT (but see paragraph (d) of this clause).

(b) *Contractor's EFT information.* The Government shall make payment to the Contractor using the EFT information contained in the System for Award Management (SAM) database. In the event that the EFT information changes, the Contractor shall be responsible for providing the updated information to the SAM database.

(c) *Mechanisms for EFT payment.* The Government may make payment by EFT through either the Automated Clearing House (ACH) network, subject to the rules of the National Automated Clearing House Association, or the Fedwire Transfer System. The rules governing Federal payments through the ACH are contained in 31 CFR part 210.

(d) *Suspension of payment.* If the Contractor's EFT information in the SAM database is incorrect, then the Government need not make payment to the Contractor under this contract until correct EFT information is entered into the SAM database; and any invoice or contract financing request shall be deemed not to be a proper invoice for the purpose of prompt payment under this contract. The prompt payment terms of the contract regarding notice of an improper invoice and delays in accrual of interest penalties apply.

(e) *Liability for uncompleted or erroneous transfers.* (1) If an uncompleted or erroneous transfer occurs because the Government used the Contractor's EFT information incorrectly, the Government remains responsible for -

(i) Making a correct payment;

(ii) Paying any prompt payment penalty due; and

(iii) Recovering any erroneously directed funds.

(2) If an uncompleted or erroneous transfer occurs because the Contractor's EFT information was incorrect, or was revised within 30 days of Government release of the EFT payment transaction instruction to the Federal Reserve System, and -

(i) If the funds are no longer under the control of the payment office, the Government is deemed to have made payment and the Contractor is responsible for recovery of any erroneously directed funds; or

(ii) If the funds remain under the control of the payment office, the Government shall not make payment, and the provisions of paragraph (d) of this clause shall apply.

(f) *EFT and prompt payment.* A payment shall be deemed to have been made in a timely manner in accordance with the prompt payment terms of this contract if, in the EFT payment transaction instruction released to the Federal Reserve System, the date specified for settlement of the payment is on or before the

prompt payment due date, provided the specified payment date is a valid date under the rules of the Federal Reserve System.

(g) *EFT and assignment of claims.* If the Contractor assigns the proceeds of this contract as provided for in the assignment of claims terms of this contract, the Contractor shall require as a condition of any such assignment, that the assignee shall register separately in the SAM database and shall be paid by EFT in accordance with the terms of this clause. Notwithstanding any other requirement of this contract, payment to an ultimate recipient other than the Contractor, or a financial institution properly recognized under an assignment of claims pursuant to subpart 32.8, is not permitted. In all respects, the requirements of this clause shall apply to the assignee as if it were the Contractor. EFT information that shows the ultimate recipient of the transfer to be other than the Contractor, in the absence of a proper assignment of claims acceptable to the Government, is incorrect EFT information within the meaning of paragraph (d) of this clause.

(h) *Liability for change of EFT information by financial agent.* The Government is not liable for errors resulting from changes to EFT information made by the Contractor's financial agent.

(i) *Payment information.* The payment or disbursing office shall forward to the Contractor available payment information that is suitable for transmission as of the date of release of the EFT instruction to the Federal Reserve System. The Government may request the Contractor to designate a desired format and method(s) for delivery of payment information from a list of formats and methods the payment office is capable of executing. However, the Government does not guarantee that any particular format or method of delivery is available at any particular payment office and retains the latitude to use the format and delivery method most convenient to the Government. If the Government makes payment by check in accordance with paragraph (a) of this clause, the Government shall mail the payment information to the remittance address contained in the SAM database.

(End of clause)

#### I-9 FAR 52.232-39 UNENFORCEABILITY OF UNAUTHORIZED OBLIGATIONS. (JUN 2013)

(a) Except as stated in paragraph (b) of this clause, when any supply or service acquired under this contract is subject to any End User License Agreement (EULA), Terms of Service (TOS), or similar legal instrument or agreement, that includes any clause requiring the Government to indemnify the Contractor or any person or entity for damages, costs, fees, or any other loss or liability that would create an Anti-Deficiency Act violation (31 U.S.C. 1341), the following shall govern:

(1) Any such clause is unenforceable against the Government.

(2) Neither the Government nor any Government authorized end user shall be deemed to have agreed to such clause by virtue of it appearing in the EULA, TOS, or similar legal instrument or agreement. If the EULA, TOS, or similar legal instrument or agreement is invoked through an "I agree" click box or other comparable mechanism (e.g., "click-wrap" or "browse-wrap" agreements), execution does not bind the Government or any Government authorized end user to such clause.

(3) Any such clause is deemed to be stricken from the EULA, TOS, or similar legal instrument or agreement.

(b) Paragraph (a) of this clause does not apply to indemnification by the Government that is expressly authorized by statute and specifically authorized under applicable agency regulations and procedures.

(End of clause)

#### I-10 FAR 52.233-1 DISPUTES. (MAY 2014)

(a) This contract is subject to 41 U.S.C. chapter 71, Contract Disputes.

(b) Except as provided in 41 U.S.C. chapter 71, all disputes arising under or relating to this contract shall be resolved under this clause.

(c) Claim, as used in this clause, means a written demand or written assertion by one of the contracting parties seeking, as a matter of right, the payment of money in a sum certain, the adjustment or interpretation of contract terms, or other relief arising under or relating to this contract. However, a written demand or written assertion by the Contractor seeking the payment of money exceeding \$100,000 is not a claim under 41 U.S.C. chapter 71 until certified. A voucher, invoice, or other routine request for payment that is not in dispute when submitted is not a claim under 41 U.S.C. chapter 71. The submission may be converted to a claim under 41 U.S.C. chapter 71, by complying with the submission and certification requirements of this clause, if it is disputed either as to liability or amount or is not acted upon in a reasonable time.

(d)(1) A claim by the Contractor shall be made in writing and, unless otherwise stated in this contract, submitted within 6 years after accrual of the claim to the Contracting Officer for a written decision. A claim by the Government against the Contractor shall be subject to a written decision by the Contracting Officer.

(d)(2)(i) The Contractor shall provide the certification specified in paragraph (d)(2)(iii) of this clause when submitting any claim exceeding \$100,000.

(ii) The certification requirement does not apply to issues in controversy that have not been submitted as all or part of a claim.

(iii) The certification shall state as follows: "I certify that the claim is made in good faith; that the supporting data are accurate and complete to the best of my knowledge and belief; that the amount requested accurately reflects the contract adjustment for which the Contractor believes the Government is liable; and that I am authorized to certify the claim on behalf of the Contractor."

(3) The certification may be executed by any person authorized to bind the Contractor with respect to the claim.

(e) For Contractor claims of \$100,000 or less, the Contracting Officer must, if requested in writing by the Contractor, render a decision within 60 days of the request. For Contractor-certified claims over \$100,000, the Contracting Officer must, within 60 days, decide the claim or notify the Contractor of the date by which the decision will be made.

(f) The Contracting Officer's decision shall be final unless the Contractor appeals or files a suit as provided in 41 U.S.C. chapter 71.

(g) If the claim by the Contractor is submitted to the Contracting Officer or a claim by the Government is presented to the Contractor, the parties, by mutual consent, may agree to use alternative dispute resolution (ADR). If the Contractor refuses an offer for ADR, the Contractor shall inform the Contracting Officer, in writing, of the Contractor's specific reasons for rejecting the offer.

(h) The Government shall pay interest on the amount found due and unpaid from (1) the date that the Contracting Officer receives the claim (certified, if required); or (2) the date that payment otherwise would be due, if that date is later, until the date of payment. With regard to claims having defective certifications, as defined in (FAR) 48 CFR 33.201, interest shall be paid from the date that the Contracting Officer initially receives the claim. Simple interest on claims shall be paid at the rate, fixed by the Secretary of the Treasury as provided in the Act, which is applicable to the period during which the Contracting Officer receives the claim and then at the rate applicable for each 6-month period as fixed by the Treasury Secretary during the pendency of the claim.

(i) The Contractor shall proceed diligently with performance of this contract, pending final resolution of any request for relief, claim, appeal, or action arising under the contract, and comply with any decision of the Contracting Officer.

(End of clause)

**I-11 FAR 52.233-3 PROTEST AFTER AWARD. (AUG 1996)**

(a) Upon receipt of a notice of protest (as defined in FAR 33.101) or a determination that a protest is likely (see FAR 33.102(d)), the Contracting Officer may, by written order to the Contractor, direct the Contractor to stop performance of the work called for by this contract. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Upon receipt of the final decision in the protest, the Contracting Officer shall either -

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled either before or after a final decision in the protest, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if -

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to an adjustment within 30 days after the end of the period of work stoppage; *provided*, that if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon a proposal submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

(e) The Government's rights to terminate this contract at any time are not affected by action taken under this clause.

(f) If, as the result of the Contractor's intentional or negligent misstatement, misrepresentation, or miscertification, a protest related to this contract is sustained, and the Government pays costs, as provided in FAR 33.102(b)(2) or 33.104(h)(1), the Government may require the Contractor to reimburse the Government the amount of such costs. In addition to any other remedy available, and pursuant to the requirements of subpart 32.6, the Government may collect this debt by offsetting the amount against any payment due the Contractor under any contract between the Contractor and the Government.

(End of clause)

**I-12 FAR 52.233-4 APPLICABLE LAW FOR BREACH OF CONTRACT CLAIM. (OCT 2004)**

United States law will apply to resolve any claim of breach of this contract.

(End of clause)

**I-13 Local Clauses EPA-H-42-102 UTILIZATION OF FEDCONNECT FOR CONTRACT ADMINISTRATION**

EPA will utilize the FedConnect® web portal in administering this contract. The contractor must be registered in FedConnect® and have access to the FedConnect website located at <https://www.fedconnect.net/Fedconnect/>. For assistance in registering or for other FedConnect® technical questions please call the FedConnect® Help Desk at (800) 899-6665 or email at [support@fedconnect.net](mailto:support@fedconnect.net).

End of clause

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		<b>1 CONTRACT ID CODE</b>		<b>PAGE OF PAGES</b>	
<b>2. AMENDMENT/MODIFICATION NO.</b>		<b>3. EFFECTIVE DATE</b>		<b>4. REQUISITION/PURCHASE REQ NO.</b>	
P00001		12/19/2017		PR-OA-17-00132	
<b>5. PROJECT NO. (if applicable)</b>		<b>6. ISSUED BY</b>		<b>7. ADMINISTERED BY (if other than Item 6)</b>	
		CODE HPOD		CODE	
HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460					
<b>8. NAME AND ADDRESS OF CONTRACTOR (No street, county, State and ZIP Code)</b>		<b>9A. AMENDMENT OF SOLICITATION NO.</b>		<b>9B. DATED (SEE ITEM 11)</b>	
DEFINERS CORP Attn: (b)(4) 1500 Wilson Blvd #5 Arlington VA 22209		(x)			
		<b>10A. MODIFICATION OF CONTRACT/ORDER NO.</b>		<b>10B. DATED (SEE ITEM 13)</b>	
		EP-18-H-000025		12/07/2017	
<b>CODE</b> 076234313		<b>FACILITY CODE</b>			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers is extended. is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted, or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter provided such telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (if required)** Net Decrease: -\$120,000.00  
See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

<b>CHECK ONE</b>	<b>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</b>
	<b>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</b>
	<b>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF</b>
	<b>D. OTHER (Specify type of modification and authority)</b>
X	Unilateral Modification: FAR 52.212-4 (1) Termination for the Government's convenience (Full Termination)

**2. IMPORTANT:** Contractor ☒ is not is required to sign this document and return \_\_\_\_\_ copies to the issuing office

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)**

DUNS Number: 076234313

The purpose of this unilateral modification is as follows:

- (1) Unilaterally execute a full termination for convenience in accordance with the Federal Acquisition Regulation (FAR) 52.212-4 (1);
- (2) Serves as a Notice of Termination to the Contractor effective December 19, 2017;
- (3) De-obligate \$120,000.00 from this order;
- (4) Convey the extent of this full termination for convenience is for all services and contract line item numbers (CLINs) under this order and hereby terminating this firm-fixed-priced order in its entirety;
- (5) Change the total obligation amount from \$120,000.00 to \$0.00;

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

<b>15A. NAME AND TITLE OF SIGNER (Type or print)</b>		<b>16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)</b>	
		Rayna Brown	
<b>15B. CONTRACTOR/OFFEROR</b>	<b>15C. DATE SIGNED</b>	<b>16B. UNITED STATES OF AMERICA</b>	<b>16C. DATE SIGNED</b>
(Signature of person authorized to sign)		(Signature of Contracting Officer)	12/19/2017

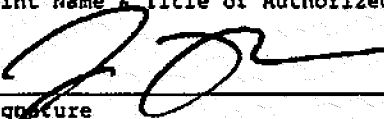
NSN 7540-01-152-8070  
Previous edition unusable

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243



<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-18-H-000025/P00001	2	7

NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(6) Change the total firm-fixed-price from \$120,000.00 to \$0.00;</p> <p>(7) Change the Administrative Contracting Officer; and</p> <p>(8) Instruct the Contractor to acknowledge receipt of this modification and termination by completing, signing, dating and returning this modification.</p> <p>Other Authorities for this Standard Form (SF) 30 Block 13: Administrative change as item (7) is considered an administrative changes that does not affect the substantive rights of the parties and item (8) is associated with an acknowledgement of this action.</p> <p>This order is hereby terminated and cancelled in its entirety.</p> <p>The Contractor hereby acknowledges receipt of this termination by signing below and shall immediately proceed with the following obligations pursuant to the Federal Acquisition Regulation (FAR) 52.212-4 Contract Terms and Conditions; Commercial Items clause (1) Termination for the Government's convenience;</p> <p><u>JOSEPH BOUNDER, PRESIDENT</u> Print Name &amp; Title of Authorized Representative</p> <p> Signature</p> <p><u>12/19/17</u> Date</p> <p>All other terms and conditions remains unchanged and in full force and effect. Max Expire Date: 12/19/2017 LIST OF CHANGES: Reason for Modification: Terminate for Convenience (complete or partial)</p> <p>Period Of Performance End Date changed from <del>06-DEC-18</del> to <del>19-DEC-17</del></p> <p>Total Amount for this Modification: -\$120,000.00 New Total Amount for this Version: \$0.00 Continued ...</p>				

NSN 7540-01-152-0067

OPTIONAL FORM 336 (4-86)  
Sponsored by GSA  
FAR (48 CFR) 53.110

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE 3 OF 7
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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Amount for this Award: \$0.00 Obligated Amount for this Modification: -\$120,000.00 New Total Obligated Amount for this Award: \$0.00</p> <p>Contracting Officer changed from Jessica Wilson to Rayna Brown Administrative Contracting Officer changed from Elaine Scott to Rayna Brown</p> <p>Maximum Potential Expiration Date changed to: 12/19/2017 CHANGES FOR LINE ITEM NUMBER: 1 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages &amp; breaking news alerts, analyst support and access and console maintenance for EPA data based on clip volume to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages &amp; breaking news alerts, analyst support and access and console maintenance for EPA data based on clip volume</p> <p>Total Amount changed from \$20,000.00 to \$0.00 Obligated Amount for this modification: -\$20,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11H-ZZZME8-2504-1711H71040-001 Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 2 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>Continued ...</p>				

NSN 7540-01-122-8067

OPTIONAL FORM 336 (4-85)  
Sponsored by GSA  
FAR 148 CFR 153.110

<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE 4 OF 7
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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-101A46-2504-1711H71040-003 Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 3 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-202BD4-2504-1711H71040-004 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 4 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-301ME9-2504-1711H71040-005 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p>				
	<p>CHANGES FOR LINE ITEM NUMBER: 5 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to Continued ...</p>				

NSN 7540-01-152-9087

OPTIONAL FORM 336 (4-86)  
Sponsored by GSA  
FAR 148 CFR 153.110

<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-18-H-000025/P00001	5	7

NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-303D99-2504-1711H71040-006 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 6 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-401CD6-2504-1711H71040-007 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 7 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Total Amount changed from \$12,000.00 to \$0.00 Obligated Amount for this modification: -\$12,000.00</p>				
	<p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$12,000.00 to \$0.00</p> <p>Continued ...</p>				

NSA 7540-01-152-8087

OPTIONAL FORM 336 (4-88)  
Sponsored by GSA  
FAR (48 CFR) 53.110

<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE 6 OF 7
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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-501E44-2504-1711H71040-008 Amount changed from \$12,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 8 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-ZZZHF8-2504-1711H71040-009 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 9 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-C-11-101FK6XR1-2504-1711H71040-010 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 10 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Continued ...</p>				

HSN 7540-01 152-8067

OPTIONAL FORM 336 (4-86)  
Sponsored by GSA  
FAR (48 CFR) 53.110

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-18-H-000025/P00001PAGE OF  
7 7NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Total Amount changed from \$3,000.00 to \$0.00 Obligated Amount for this modification: -\$3,000.00  CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$3,000.00 to \$0.00  CHANGES FOR ACCOUNTING CODE: 17-T-11-501E52-2504-1711H71040-002 Amount changed from \$3,000.00 to \$0.00 Percent changed from 100 to 0  Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive <a href="http://www2.epa.gov/financial/contracts">www2.epa.gov/financial/contracts</a> Durham NC 27711 FOB: Destination Period of Performance: 12/07/2017 to 12/19/2017				

NSN 7540-01-152-8067

OPTIONAL FORM 336 (4-86)  
Sponsored by GSA  
FAR (48 CFR) 53.110

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		<b>1. CONTRACT ID CODE</b>		<b>PAGE OF PAGES</b> 1   7									
<b>2. AMENDMENT/MODIFICATION NO.</b> P00001		<b>3. EFFECTIVE DATE</b> 12/19/2017		<b>4. REQUISITION/PURCHASE REQ. NO.</b> PR-OA-17-00132									
<b>5. PROJECT NO. (If applicable)</b>		<b>6. ISSUED BY</b> HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		<b>7. ADMINISTERED BY (If other than item 6)</b>									
<b>8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code)</b>  DEFINERS CORP Attn: <span style="border: 1px solid black; padding: 0 5px;">PBI/Ex. 4</span> 1500 Wilson Blvd #5 Arlington VA 22209		<b>9A. AMENDMENT OF SOLICITATION NO.</b>		<b>9B. DATED (SEE ITEM 11)</b>									
<b>CODE</b> 076234313 <b>FACILITY CODE</b>		<b>10A. MODIFICATION OF CONTRACT/ORDER NO.</b> EP-18-H-000025		<b>10B. DATED (SEE ITEM 13)</b> 12/07/2017									
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>													
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 9 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.													
<b>12. ACCOUNTING AND APPROPRIATION DATA (If required)</b> See Schedule <span style="float: right;">Net Decrease: -\$120,000.00</span>													
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>													
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%;"><b>CHECK ONE</b></td> <td><b>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</b></td> </tr> <tr> <td></td> <td><b>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</b></td> </tr> <tr> <td></td> <td><b>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</b></td> </tr> <tr> <td style="text-align: center;"><b>X</b></td> <td><b>D. OTHER (Specify type of modification and authority)</b> Unilateral Modification: FAR 52.212-4 (1) Termination for the Government's convenience (Full Termination)</td> </tr> </table>						<b>CHECK ONE</b>	<b>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</b>		<b>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</b>		<b>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</b>	<b>X</b>	<b>D. OTHER (Specify type of modification and authority)</b> Unilateral Modification: FAR 52.212-4 (1) Termination for the Government's convenience (Full Termination)
<b>CHECK ONE</b>	<b>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</b>												
	<b>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</b>												
	<b>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</b>												
<b>X</b>	<b>D. OTHER (Specify type of modification and authority)</b> Unilateral Modification: FAR 52.212-4 (1) Termination for the Government's convenience (Full Termination)												
<b>E. IMPORTANT:</b> Contractor <input checked="" type="checkbox"/> is not. <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.													
<b>14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)</b> DUNS Number: 076234313 The purpose of this unilateral modification is as follows:  (1) Unilaterally execute a full termination for convenience in accordance with the Federal Acquisition Regulation (FAR) 52.212-4 (1); (2) Serves as a Notice of Termination to the Contractor effective December 19, 2017; (3) De-obligate \$120,000.00 from this order; (4) Convey the extent of this full termination for convenience is for all services and contract line item numbers (CLINs) under this order and hereby terminating this firm-fixed-priced order in its entirety; (5) Change the total obligation amount from \$120,000.00 to \$0.00; Continued ...													
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.													
<b>15A. NAME AND TITLE OF SIGNER (Type or print)</b>			<b>16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)</b> Rayna Brown										
<b>15B. CONTRACTOR/OFFEROR</b>  (Signature of person authorized to sign)		<b>15C. DATE SIGNED</b>		<b>16B. UNITED STATES OF AMERICA</b>  (Signature of Contracting Officer)									
				12/19/2017									
NSN 7540-01-152-8070 Previous edition unusable			STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243										

<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-18-H-000025/P00001	2	7

NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(6) Change the total firm-fixed-price from \$120,000.00 to \$0.00;</p> <p>(7) Change the Administrative Contracting Officer; and</p> <p>(8) Instruct the Contractor to acknowledge receipt of this modification and termination by completing, signing, dating and returning this modification.</p> <p>Other Authorities for this Standard Form (SF) 30 Block 13: Administrative change as item (7) is considered an administrative changes that does not affect the substantive rights of the parties and item (8) is associated with an acknowledgement of this action.</p> <p>This order is hereby terminated and cancelled in its entirety.</p> <p>The Contractor hereby acknowledges receipt of this termination by signing below and shall immediately proceed with the following obligations pursuant to the Federal Acquisition Regulation (FAR) 52.212-4 Contract Terms and Conditions; Commercial Items clause (1) Termination for the Government's convenience:</p> <p><u>JOSEPH BOUNDER, PRESIDENT</u> Print Name &amp; Title of Authorized Representative</p> <p><u>[Signature]</u> Signature</p> <p><u>12/19/17</u> Date</p> <p>All other terms and conditions remains unchanged and in full force and effect. Max Expire Date: 12/19/2017 LIST OF CHANGES: Reason for Modification: Terminate for Convenience (complete or partial)</p> <p>Period Of Performance End Date changed from <del>06-DEC-18</del> to 19-DEC-17</p> <p>Total Amount for this Modification: -\$120,000.00 New Total Amount for this Version: \$0.00 Continued ...</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 336 (4-86)  
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<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE OF 3 7
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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Amount for this Award: \$0.00 Obligated Amount for this Modification: -\$120,000.00 New Total Obligated Amount for this Award: \$0.00</p> <p>Contracting Officer changed from Jessica Wilson to Rayna Brown Administrative Contracting Officer changed from Elaine Scott to Rayna Brown</p> <p>Maximum Potential Expiration Date changed to: 12/19/2017 CHANGES FOR LINE ITEM NUMBER: 1 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages &amp; breaking news alerts, analyst support and access and console maintenance for EPA data based on clip volume to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages &amp; breaking news alerts, analyst support and access and console maintenance for EPA data based on clip volume</p> <p>Total Amount changed from \$20,000.00 to \$0.00 Obligated Amount for this modification: -\$20,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11H-ZZZME8-2504-1711H71040-001 Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 2 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>Continued ...</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 336 (4-86)  
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CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE 4 OF 7
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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-101A46-2504-1711H71040-003 Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 3 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-202BD4-2504-1711H71040-004 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 4 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-301ME9-2504-1711H71040-005 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 5 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to Continued ...</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 338 (4-86)  
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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-303D99-2504-1711H71040-006 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 6 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-401CD6-2504-1711H71040-007 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 7 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Total Amount changed from \$12,000.00 to \$0.00 Obligated Amount for this modification: -\$12,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$12,000.00 to \$0.00</p> <p>Continued ...</p>				

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	EP-18-H-000025/P00001	6	7

NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-501E44-2504-1711H71040-008 Amount changed from \$12,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 8 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-ZZZHF8-2504-1711H71040-009 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 9 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-C-11-101FK6XR1-2504-1711H71040-010 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 10 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Continued ...</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 336 (4-86)  
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<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE 7 OF 7
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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Total Amount changed from \$3,000.00 to \$0.00 Obligated Amount for this modification: -\$3,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$3,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-T-11-501E52-2504-1711H71040-002 Amount changed from \$3,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>FOB: Destination Period of Performance: 12/07/2017 to 12/19/2017</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 336 (4-86)  
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FAR (48 CFR) 53.110

**To:** Scott, Elaine[Scott.Elaine@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]  
**From:** Plater, Lottie  
**Sent:** Tue 1/9/2018 8:05:07 PM  
**Subject:** RE: PROPOSED OAM RESPONSE + DOCUMENTS >> RE: REQUEST FOR YOU IMMEDIATE ACTION Re: Congressional - Oversight request on Definers Inc. contract

Rayna,

Per Elaine's email can you please add the POP for CISION and Bulletin Intelligence? Thanks!

Lottie Plater  
Associate Director,  
OARM/OAM/HPOD  
Environmental Protection Agency  
Email: plater.lottie@epa.gov  
W: 202-564-0163  
C: Personal Phone / Ex. 6

"Blowing out someone else's candle doesn't make yours shine any brighter"

-----Original Message-----

From: Scott, Elaine  
Sent: Tuesday, January 09, 2018 3:03 PM  
To: Brown, Rayna <brown.rayna@epa.gov>; Stewart, Keith <Stewart.Keith@epa.gov>; Plater, Lottie <Plater.Lottie@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
Cc: Plater, Lottie <Plater.Lottie@epa.gov>  
Subject: RE: PROPOSED OAM RESPONSE + DOCUMENTS >> RE: REQUEST FOR YOU IMMEDIATE ACTION Re: Congressional - Oversight request on Definers Inc. contract

Rayna,

You forgot to include the POP for CISION and Bulletin Intelligence.

-----Original Message-----

From: Brown, Rayna  
Sent: Tuesday, January 09, 2018 2:58 PM  
To: Stewart, Keith <Stewart.Keith@epa.gov>; Plater, Lottie <Plater.Lottie@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
Cc: Plater, Lottie <Plater.Lottie@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>  
Subject: PROPOSED OAM RESPONSE + DOCUMENTS >> RE: REQUEST FOR YOU IMMEDIATE ACTION Re: Congressional - Oversight request on Definers Inc. contract

Hello Lottie,

## Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 Please let us know if you have any questions. Thanks again to the following key players:

\*\* Donna Dews  
\*\* Jody Gosnell  
\*\* Michael Quarles  
\*\* Elaine Scott  
\*\* Jessica Wilson

Please let me know if you have any questions. Thank you

Kind regards,

Rayna Brown  
Service Center Manager  
U.S. Environmental Protection Agency (U.S. EPA) OAM/HPOD/PCSC  
(202) 564.6025 Office

-----Original Message-----

From: Stewart, Keith  
Sent: Monday, January 08, 2018 10:52 PM  
To: Vaughn, Celia <Vaughn.Celia@epa.gov>  
Cc: Plater, Lottie <Plater.Lottie@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>  
Subject: Re: REQUEST FOR YOU IMMEDIATE ACTION Re: Congressional - Oversight request on  
Definers Inc. contract

We are on it. Rayna and staff have been notified.

**Deliberative Process / Ex. 5**

Sent from my iPhone

> On Jan 8, 2018, at 8:41 PM, Vaughn, Celia <Vaughn.Celia@epa.gov> wrote:  
>  
> Hello Keith,  
>

**Deliberative Process / Ex. 5**

>  
>

**Deliberative Process / Ex. 5**

> Thank you in advance for your immediate response.  
>  
> Celia M. Vaughn  
> Chief of Staff, USEPA Headquarters, Office of Acquisition Management  
> 1200 Pennsylvania Avenue, N. W. Washington, DC 20460  
> Mail Code 3805R (202) 564-1047

>  
>  
> From: Cooper, Marian  
> Sent: Monday, January 08, 2018 10:28 AM  
> To: Patrick, Kimberly <Patrick.Kimberly@epa.gov>; Legare, Pamela  
> <Legare.Pamela@epa.gov>; Vaughn, Celia <Vaughn.Celia@epa.gov>  
> Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John  
> <Showman.John@epa.gov>; Bell, Matthew <Bell.Matthew@epa.gov>; Aarons,  
> Kyle <Aarons.Kyle@epa.gov>; Knapp, Kristien <Knapp.Kristien@epa.gov>;  
> Gantt, Melissa <Gantt.Melissa@epa.gov>  
> Subject: FW: Oversight request on Definers Inc. contract  
>  
> Kimberly, Pam and Celia,  
>

## Deliberative Process / Ex. 5

>  
> Thank you and Happy New Year!  
>  
> Marian  
>  
> Marian Pechmann Cooper  
> Chief of Staff  
> Office of Administration and Resources Management William Jefferson  
> Clinton Federal Building-NORTH (3330) Washington, DC 20460 office  
> number -- 202 564-0620 office fax -- 202 564-0233  
>  
> [logo\_epaseal]  
>

> From: Aarons, Kyle  
> Sent: Friday, January 05, 2018 10:45 AM  
> To: Cooper, Marian  
> <Cooper.Marian@epa.gov<mailto:Cooper.Marian@epa.gov>>; Bell, Matthew  
> <Bell.Matthew@epa.gov<mailto:Bell.Matthew@epa.gov>>  
> Cc: Knapp, Kristien  
> <Knapp.Kristien@epa.gov<mailto:Knapp.Kristien@epa.gov>>  
> Subject: Oversight request on Definers Inc. contract  
>

## Deliberative Process / Ex. 5

> Please ask OAM to review the attached draft and let us know of any feedback. Deliberative Process / Ex. 5

## Deliberative Process / Ex. 5

## Deliberative Process / Ex. 5



## **Deliberative Process / Ex. 5**

# **Deliberative Process / Ex. 5**

- > Please let me know if COB Wednesday (1/10) would be reasonable for this.
- >
- > I'm of course happy to talk to OAM directly if you could put me in touch with the right folks.
- >
- > Thanks,
- > Kyle
- >
- > Kyle Aarons
- > Congressional Affairs
- > U.S. Environmental Protection Agency
- > 202-564-7351
- >
- > <DeFazio Definers 1-3-18.pdf>
- > <Whitehouse News Analysis 12-19-17.pdf> <Whitehouse News Analysis
- > 1-5-18.docx> <image002.png> <Pallone Definers 1-5-18.pdf>

**To:** Grantham, Nancy[Grantham.Nancy@epa.gov]  
**Cc:** Julia Cotrone[jcotrone@definerscorp.com]  
**From:** Scott Cotter  
**Sent:** Tue 1/30/2018 7:46:12 PM  
**Subject:** Re: Definers contract documents for CBI review

That sounds great - thank you.  
Scott

On Tue, Jan 30, 2018 at 2:35 PM, Grantham, Nancy <Grantham.Nancy@epa.gov> wrote:

Hi Scott,

Thanks for your reply – we will take the necessary action and provide you with a final copy of the document we release.

Thanks

**Nancy Grantham**

**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

**From:** Scott Cotter [mailto:[scotter@definerscorp.com](mailto:scotter@definerscorp.com)]

**Sent:** Tuesday, January 30, 2018 2:33 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Julia Cotrone <[jcotrone@definerscorp.com](mailto:jcotrone@definerscorp.com)>

**Subject:** Definers contract documents for CBI review

Dear Nancy – thank you for asking us to review these forms for Confidential Business Information (“CBI”). We agree with every current redaction in the 77 pages (as designated by red boxes on the PDF). There are some additional redactions in these documents which we believe do fall under the definition of CBI. Basically these include information about Definers’ product, our internal operations and our pricing that are confidential and would be of value to our competitors should they be made public. This is especially true since work never began on this project and we received no government funds. We ask that you also redact the following:

Page 1 - box 17a - "Julia Cotrone"

Page 3 - box 26 – the “Total Award Amount, \$120,000”

Page 10 – the entire page, including the “Total \$120,000” notation.

Page 11, Paragraph 3 – Description of the Supplies or Services, which describes confidential information about Definers’ product.

Page 13, Paragraph 9 – “Other facts supporting ...”, which discloses the confidential nature of Definers’ product.

Pages 15-18 – redact in full the “EPA Media Support Proposal” since it discloses Definers’ CBI and work was never begun on this project.

Page 35 – under “Independent Government Cost Estimate”, we concur with the redactions and note that they include the total cost of the contract which we would ask be redacted uniformly through all 77 pages.

Page 36 – Redact in full the “Definers’ Estimate 101” document.

Pages 44-47 -- Redact in full this version of the “EPA Media Support Proposal” since it discloses Definers’ CBI and work was never begun on this project.

Pages 54-57 -- Redact in full this version of the “EPA Media Support Proposal” since it discloses Definers’ CBI and work was never begun on this project.

Page 64 -- Redact in full “Media Monitoring Services In 2017-2018” since it discloses Definers’ CBI and work was never begun on this project.

Pages 72-73 – Redact in full the “Definers Cost Breakdown/Letter” document since it discloses Definers’ CBI and work was never begun on this project.

Thank you for your attention.

Sincerely,

Scott Cotter

--

Scott Cotter

COO/CFO

Definers Corp

1500 Wilson Blvd.

5th Floor

Arlington, VA 22209

scotter@definerscorp.com

410-615-8409

--

Scott Cotter

COO/CFO

Definers Corp

1500 Wilson Blvd.

5th Floor

Arlington, VA 22209

scotter@definerscorp.com

410-615-8409

**To:** Lynn, Tricia[lynn.tricia@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]; McCluney, Lance[McCluney.Lance@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]  
**From:** Quarles, Michael  
**Sent:** Wed 12/27/2017 7:36:44 PM  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

Okay thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Lynn, Tricia  
**Sent:** Wednesday, December 27, 2017 2:35 PM  
**To:** Quarles, Michael <Quarles.Michael@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

I’ve had a few conversations with the folks in PTOD, and while it looked as though this wasn’t initially the case, I spoke with them again just now and you’re right, they’ll count my experience. I’ll complete the Level II training as soon as I’m able.

---

**From:** Quarles, Michael  
**Sent:** Wednesday, December 27, 2017 2:23 PM  
**To:** Lynn, Tricia <lynn.tricia@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

No your overall experiences with contracts or other related fields will provide you with your level. How long did you work in contracts? You can use that experience for your COR certification level.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Lynn, Tricia  
**Sent:** Wednesday, December 27, 2017 1:57 PM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

My understanding is that achieving level II requires a year’s experience as a level I. Is that not accurate?

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, December 27, 2017 1:40 PM

**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

Looping Tricia – to have her respond to this issue.

Thanks

ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Quarles, Michael  
**Sent:** Wednesday, December 27, 2017 12:31 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

Hi Nancy,

I approved Tricia's request. Do you know why she only completed COR Level 1? Most if not all are level 2 with a few that are level 3.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

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**From:** Grantham, Nancy  
**Sent:** Wednesday, December 27, 2017 11:25 AM  
**To:** McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

Sorry .. I meant that it went to michael quarles

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** McCluney, Lance  
**Sent:** Wednesday, December 27, 2017 11:24 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

Nancy,

I will see what I need to do. I did not receive any notifications.

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, December 27, 2017 11:07 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Cc:** McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

Hi lance,

Tricia Lynn says that her COR certification paperwork is all complete – I have signed it – and is awaiting your signature.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Quarles, Michael  
**Sent:** Wednesday, December 27, 2017 7:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Cc:** McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]

Hi Nancy,

Yes, a PR is required to add funding to Cision. We are in the base period of the contract which is paid through April 30, 2018. If you are planning to

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Currently, you are listed as the POC but a COR should be added to this contract.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, December 26, 2017 4:43 PM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** FW: PO\_EP18H000025\_1\_HQ [URGENT]

Hi Michael,

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Brown, Rayna  
**Sent:** Tuesday, December 26, 2017 4:39 PM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>  
**Cc:** Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** Re: PO\_EP18H000025\_1\_HQ [URGENT]

Hello Nancy,

I hope you had a nice weekend. The funds have already been de-obligated and as I recall **Deliberative Process / Ex. 5** **Deliberative Process / Ex. 5** Also, the GAO protest of this action was dismissed by GAO last week after our attorney indicated corrective action would be taken. Please let me know if you have any further questions. Have a nice day!

Sent from my iPhone

Kind regards,

Rayna Brown  
Service Center Manager  
U.S. Environmental Protection Agency (U.S. EPA)  
OAM/HPOD/PCSC  
(202) 564.6025 Office

On Dec 26, 2017, at 4:24 PM, Grantham, Nancy <Grantham.Nancy@epa.gov> wrote:

Thanks .. please let us know when this is complete – **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5**

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

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**From:** Brown, Rayna  
**Sent:** Thursday, December 21, 2017 3:43 PM  
**To:** Julia Cotrone <jcotrone@definerscorp.com>  
**Cc:** Dews, Donna <Dews.Donna@epa.gov>; Scott Cotter <scotter@definerscorp.com>  
**Subject:** Re: PO\_EP18H000025\_1\_HQ [URGENT]

Hello Julia,

Thank you for your prompt response. I will generate a final bilateral modification to definitize Definers Corp's decision and will get it to you as quickly as possible. This forthcoming modification will serve as the final step and we can close this out. I will be in contact with you soon. Have a nice day.

Kind regards,



Rayna Brown  
Service Center Manager, Contracting Officer  
U.S. Environmental Protection Agency (U.S. EPA)  
OAM/HPOD/PCSC

Sent from my iPhone

Kind regards,

Rayna Brown  
Service Center Manager  
U.S. Environmental Protection Agency (U.S. EPA)  
OAM/HPOD/PCSC  
(202) 564.6025 Office

On Dec 21, 2017, at 11:01 AM, Julia Cotrone <[jcotrone@definerscorp.com](mailto:jcotrone@definerscorp.com)> wrote:

Hi

I had sent the email below yesterday but am having difficulty finding in my email so I just wanted to resend to make sure you have and are aware.

Definers will not seek payment or assert our rights under FAR 52.212-4

Thanks

On Dec 20, 2017, at 11:45 AM, Julia Cotrone <[jcotrone@definerscorp.com](mailto:jcotrone@definerscorp.com)> wrote:

Definers will not seek payment or assert our rights under FAR 52.212-4

On Tue, Dec 19, 2017 at 10:45 PM, Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)> wrote:

Hello Julia,

Thank you for your prompt response and returning the signed subject modification. In terms of additional steps necessary to officially end the process will involve whether or not Definers Corp wants to assert its rights under FAR 52.212-4 (I) terms and conditions—see an excerpt of the applicable clause language below. If Definers Corp is seeking, as a matter of its right, the payment of money arising under or relating to this purchase order and termination, then please submit in writing to me as the Contracting Officer with a level of detail consistent with the FAR 52.212-4 and sufficient for a Contracting Officer to determine that the costs were fair, reasonable, allowable, allocable and the facts justify the requested recovery of costs in a termination settlement (e.g. demonstrates that all reasonable steps were taken to minimize the incurrence of costs allocable to the work covered by the order). A final bilateral modification will be issued to definitize this aspect of the termination even if Definers Corp indicates that no costs will be claimed under the order and/or pursuant to the termination.

Please notify me of Definer Corp's intent regarding this matter and the Government will act accordingly. Please let me know if you have any additional questions. Thank you kindly and have a great day!

**FAR 52.212-4 Contract Terms and Conditions—Commercial Items.**

(I) **Termination for the Government's convenience.** The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, **the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination.** The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. **The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.**

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

**From:** Julia Cotrone [mailto:[jcotrone@definerscorp.com](mailto:jcotrone@definerscorp.com)]

**Sent:** Tuesday, December 19, 2017 7:09 PM

**To:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Cc:** [jpounder@definerscorp.com](mailto:jpounder@definerscorp.com); Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Scott Cotter <[scotter@definerscorp.com](mailto:scotter@definerscorp.com)>

**Subject:** Re: PO\_EP18H000025\_1\_HQ [URGENT]

Attached is signed copy of PO\_EP18H000025\_1\_HQ (7 pages). See page 2 for signature as requested.

Please let us know if there are any additional steps we need to take on our end to complete this process. Otherwise please let us know when this process is 100% completed.

Thank you!

On Tue, Dec 19, 2017 at 4:47 PM, Julia Cotrone <[jcotrone@definerscorp.com](mailto:jcotrone@definerscorp.com)> wrote:

Received

On Tue, Dec 19, 2017 at 3:45 PM, Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)> wrote:

**Contractor:** Definers Corp

**Purchase Order No.:** EP-18-H-000025

**Purchase Order Modification No.:** P00001

**Purchase Order Title:** News Analysis Service

**Subject:** Unilateral Modification No. P00001

Please find attached modification P00001 to purchase order no. EP-18-H-000025 in order to cancel/terminate this order in its entirety via a Termination for the Government's Convenience effective December 19, 2017 and per the Contracting Officer's (CO's) conversation with Julia Cotrone with Definers Corp this morning. The Contractor shall immediately acknowledge receipt of this modification via email (please **DO NOT** include Group DDC-Customer) upon receipt of this email and correspondence and provide the signed page 2 of 7 to [brown.rayna@epa.gov](mailto:brown.rayna@epa.gov) and [dews.donna@epa.gov](mailto:dews.donna@epa.gov) within two (2) business days. Let me know if you have any questions.

Thank you and have a nice day! ☺

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

--

**Julia Cotrone**

O: [571.290.5461](tel:571.290.5461) | C: Personal Phone / Ex. 6

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**Julia Cotrone**

O: [571.290.5461](tel:571.290.5461) | C: Personal Phone / Ex. 6

--

**Julia Cotrone**

O: 571.290.5461 | C:

Personal Phone / Ex. 6

**To:** Araujo, Javier[Araujo.Javier@epa.gov]  
**From:** Gosnell, Jody  
**Sent:** Mon 8/14/2017 1:33:31 PM  
**Subject:** FW: OA is Requesting Emergency Consideration to Process Two (2) Requisitions [PR-OA-17-00137 and PR-OA-17-00132]

FYi

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

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**From:** Quarles, Michael  
**Sent:** Monday, August 14, 2017 7:57 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Allen, Reginald <[Allen.Reginald@epa.gov](mailto:Allen.Reginald@epa.gov)>; McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>  
**Cc:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Subject:** RE: OA is Requesting Emergency Consideration to Process Two (2) Requisitions [PR-OA-17-00137 and PR-OA-17-00132]

Sure thing.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Gosnell, Jody  
**Sent:** Monday, August 14, 2017 7:56 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Allen, Reginald <[Allen.Reginald@epa.gov](mailto:Allen.Reginald@epa.gov)>; McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>  
**Cc:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Subject:** RE: OA is Requesting Emergency Consideration to Process Two (2) Requisitions [PR-OA-17-00137 and PR-OA-17-00132]

Hi Michael,

Can we talk now?

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

**From:** Quarles, Michael  
**Sent:** Monday, August 14, 2017 7:54 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Allen, Reginald <[Allen.Reginald@epa.gov](mailto:Allen.Reginald@epa.gov)>; McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>  
**Cc:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Subject:** RE: OA is Requesting Emergency Consideration to Process Two (2) Requisitions [PR-OA-17-00137 and PR-OA-17-00132]

Hi Jody,

I am available today to discuss these issues. Please give me a call. Thanks.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

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**From:** Gosnell, Jody  
**Sent:** Friday, August 11, 2017 2:23 PM  
**To:** Allen, Reginald <[Allen.Reginald@epa.gov](mailto:Allen.Reginald@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>  
**Cc:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Subject:** RE: OA is Requesting Emergency Consideration to Process Two (2) Requisitions [PR-OA-17-00137 and PR-OA-17-00132]

Hello All,

I am reviewing the information submitted for PR-OA-17-00132 for the Media clips Services. **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5**  
Rising Corp. is not sufficient. **Deliberative Process / Ex. 5**  
for Javier Araujo and George Hull. Donna Dews also tried to contact George and has not been successful. **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** Can someone please contact me or Donna Dews to discuss the missing documents in order to move forward with processing this PR. Jody

From: **Deliberative Process / Ex. 5**  
Date: May 22, 2017  
Subject: Media Monitoring Services In 2017-2018

**Requisition No.:** PR-OA-17-00132 (released in EAS)  
**Requirement Need:** Media Clips Services (former order EP-16-H-000137)  
**Need Date:** July 7, 2017  
**Quality Control Review (QCR) Findings:** Missing a sole source justification and a multiple appropriation form

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Brown, Rayna

**Sent:** Monday, July 24, 2017 1:56 PM

**To:** Patrick, Kimberly <[Patrick.Kimberly@epa.gov](mailto:Patrick.Kimberly@epa.gov)>; Legare, Pamela <[Legare.Pamela@epa.gov](mailto:Legare.Pamela@epa.gov)>; Stewart, Keith <[Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)>; Plater, Lottie <[Plater.Lottie@epa.gov](mailto:Plater.Lottie@epa.gov)>; Allen, Reginald <[Allen.Reginald@epa.gov](mailto:Allen.Reginald@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** OA is Requesting Emergency Consideration to Process Two (2) Requisitions [PR-OA-17-00137 and PR-OA-17-00132]

Good morning Kimberly, Pamela, and Keith/Lottie,

On behalf of my Office of the Administrator (OA) clients, the OA Champions are requesting OAM's approval to process the following two (2) untimely PRs as they are being requested by or in direct support of the Administrator and/or John Showman:

**Requisition No.:** PR-OA-17-00137 (pending uploading of requisite documents and release in EAS)

**Requirement Need:** Privacy booth for the Administrator

**Need Date:** ASAP. No later than 30 calendar days.

**Quality Control Review (QCR) Findings:** Pending a released PR.

**Requisition No.:** PR-OA-17-00132 (released in EAS)

**Requirement Need:** Media Clips Services (former order EP-16-H-000137)

**Need Date:** July 7, 2017

**Quality Control Review (QCR) Findings:** Missing a sole source justification and a multiple appropriation form

Additionally, we have received an IAA for the Administrator to travel this Thursday that needs to be processed ASAP, so my staff is moving forward with this action as a priority. Please advise. Thank you and have a great afternoon! ☺

Kind regards,

Rayna D. Brown

Service Center Manager

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

(202) 564.6025 Office

Deliberative Process / Ex. 5

**To:** Bowman, Liz[Bowman.Liz@epa.gov]  
**Cc:** Wilcox, Jahan[wilcox.jahan@epa.gov]; Graham, Amy[graham.amy@epa.gov]; Konkus, John[konkus.john@epa.gov]  
**From:** Ferguson, Lincoln  
**Sent:** Tue 6/6/2017 4:00:02 PM  
**Subject:** Re: Something we should push on social and twitter

Should we be sharing content from America Rising? **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

Sent from my iPhone

On Jun 6, 2017, at 11:08 AM, Bowman, Liz <Bowman.Liz@epa.gov> wrote:

Nice.

---

**From:** Wilcox, Jahan  
**Sent:** Tuesday, June 6, 2017 10:37 AM  
**To:** Graham, Amy <graham.amy@epa.gov>; Konkus, John <konkus.john@epa.gov>; Bowman, Liz <Bowman.Liz@epa.gov>; Ferguson, Lincoln <ferguson.lincoln@epa.gov>  
**Subject:** Something we should push on social and twitter

<http://arsquared.org/pruitt-goes-on-offense-in-msnbc-interview-fact-checks-misinformed-hosts/>

Jahan Wilcox  
EPA  
Strategic Communications Advisor  
Work Cell: Personal Phone / Ex. 6  
Work Email: [wilcox.jahan@epa.gov](mailto:wilcox.jahan@epa.gov)



**To:** Grantham, Nancy[Grantham.Nancy@epa.gov]  
**Cc:** Dews, Donna[Dews.Donna@epa.gov]; McCluney, Lance[McCluney.Lance@epa.gov]  
**From:** Quarles, Michael  
**Sent:** Fri 12/8/2017 1:34:27 PM  
**Subject:** Re: Distribution of EP-18-H-000025 - A more legible copy

Okay will do.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 1104A  
(202) 343-9970

On Dec 8, 2017, at 8:33 AM, Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)> wrote:

As soon as you tell us we can thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

**Personal Phone / Ex. 6**

**(mobile)**

---

**From:** Quarles, Michael  
**Sent:** Friday, December 08, 2017 8:04 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** McCluney, Lance <[McCluney.Lance@epa.gov](mailto:McCluney.Lance@epa.gov)>  
**Subject:** RE: Distribution of EP-18-H-000025 - A more legible copy

Hi Nancy,

Donna is out today. The effective date was yesterday. I will double check to make sure it has gone through all the appropriate systems for use. When do you need to start using it?

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

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**From:** Grantham, Nancy  
**Sent:** Friday, December 08, 2017 7:59 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Subject:** FW: Distribution of EP-18-H-000025 - A more legible copy

Does this mean that the contract has been awarded? When can we start using it? Thanks much ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

**From:** Julia Cotrone [<mailto:jcotrone@definercorp.com>]  
**Sent:** Thursday, December 07, 2017 6:03 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Group DDC-Customer <[DDC-Customer@epa.gov](mailto:DDC-Customer@epa.gov)>; Wilson, Jessica <[Wilson.Jessica@epa.gov](mailto:Wilson.Jessica@epa.gov)>; Scott, Elaine <[Scott.Elaine@epa.gov](mailto:Scott.Elaine@epa.gov)>; Plater, Lottie <[Plater.Lottie@epa.gov](mailto:Plater.Lottie@epa.gov)>  
**Subject:** Re: Distribution of EP-18-H-000025 - A more legible copy

Thank you, Donna! Attached is signed award -  
Please let me know if theres anything else we need to do on our end to process the award.

On Thu, Dec 7, 2017 at 5:43 PM, Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)> wrote:  
Oops!!!Here is a better copy.

The attached is for award. Thanks so much!!!

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
[202-564-6752](tel:202-564-6752) (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

--

**Julia Cotrone**

O: 571.290.5461 | C: 

Personal Phone / Ex. 6

**To:** Davis, Derek[Davis.Derek@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 5/14/2018 4:14:36 PM  
**Subject:** RE: ACTION >> FW: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Derek

I have no idea. Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

-----Original Message-----

From: Davis, Derek  
Sent: Monday, May 14, 2018 12:13 PM  
To: Dews, Donna <Dews.Donna@epa.gov>  
Subject: RE: ACTION >> FW: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Hi Donna,

Did we already receive a PR to close this purchase order out? What's the status?

Derek Davis  
Contracting Officer  
Program Contract Service Center  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code: 3805R  
Phone: (202) 564-1074

-----Original Message-----

From: Dews, Donna  
Sent: Monday, May 14, 2018 12:10 PM  
To: Davis, Derek <Davis.Derek@epa.gov>  
Cc: Dolan, Sheila <dolan.sheila@epa.gov>  
Subject: FW: ACTION >> FW: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Derk

I forgot to copy you when sent to Sheila. The file is still with FOIA office internally. FYI.

-----Original Message-----

From: Dews, Donna  
Sent: Monday, May 14, 2018 7:56 AM  
To: Dolan, Sheila <dolan.sheila@epa.gov>  
Cc: Brown, Rayna <brown.rayna@epa.gov>  
Subject: FW: ACTION >> FW: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Hi Sheila

**Deliberative Process / Ex. 5** - t **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** This was probably 4 or 5 ago before new position was taken and responsibility of then service center manager. Advise.

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

months before new position was taken. Advise.

-----Original Message-----

From: Brown, Rayna  
Sent: Monday, May 14, 2018 6:49 AM  
To: Dews, Donna <Dews.Donna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
Cc: Dolan, Sheila <dolan.sheila@epa.gov>  
Subject: ACTION >> FW: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Hello Donna,

I hope all is well with you. Given that I am no longer supporting PCSC and this pending modification is a basic modification to officially close out the terminated order that was protested, there is no reason that I have to be the person to complete the transaction. Therefore, please coordinate internally within PCSC to complete this action.

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** Please consult with Jody and/or Sheila and let me know if I'm deleting the mod or not.

Thanks and have a nice day!

Kind regards,

Rayna Brown  
Service Center Manager  
U.S. Environmental Protection Agency (U.S. EPA) OAM/HPOD/Pre-Award Solutions Team  
(202) 564.6025 Office

-----Original Message-----

From: EAS.System@epamail.epa.gov [mailto:EAS.System@epamail.epa.gov]  
Sent: Sunday, May 13, 2018 6:44 AM

To: Brown, Rayna <brown.rayna@epa.gov>

Subject: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Purchase Order EP-18-H-000025 (P00002) has been in your inbox for 83 working days awaiting your review.

Please review the Purchase Order and take appropriate action at your earliest convenience. You may access PRISM by clicking <https://eas.epa.gov/>.

**To:** Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** Dolan, Sheila[dolan.sheila@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]  
**From:** Davis, Derek  
**Sent:** Mon 5/14/2018 4:06:03 PM  
**Subject:** RE: ACTION >> FW: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Sure, no problem Jody.

Derek Davis  
Contracting Officer  
Program Contract Service Center  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code: 3805R  
Phone: (202) 564-1074

-----Original Message-----

From: Gosnell, Jody  
Sent: Monday, May 14, 2018 12:04 PM  
To: Davis, Derek <Davis.Derek@epa.gov>  
Cc: Dolan, Sheila <dolan.sheila@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>  
Subject: FW: ACTION >> FW: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Hi Derek,

Can you please assist Donna with this. The mod needs to be processed/completed and not deleted. Donna will need to change the CO from Rayna to you. I already gave you access. Thanks, Jody

Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division Office of Acquisition Management  
Office: (202) 564-4353  
Email: gosnell.jody@epa.gov

-----Original Message-----

From: Brown, Rayna  
Sent: Monday, May 14, 2018 6:49 AM  
To: Dews, Donna <Dews.Donna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
Cc: Dolan, Sheila <dolan.sheila@epa.gov>  
Subject: ACTION >> FW: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Hello Donna,

I hope all is well with you. Given that I am no longer supporting PCSC and this pending modification is a basic modification to officially close out the terminated order that was protested, there is no reason that I have to be the person to complete the transaction. Therefore, please coordinate internally within PCSC to complete this action.

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5**

Thanks and have a nice day!

Kind regards,

Rayna Brown  
Service Center Manager  
U.S. Environmental Protection Agency (U.S. EPA) OAM/HPOD/Pre-Award Solutions Team  
(202) 564.6025 Office

-----Original Message-----

From: EAS.System@epamail.epa.gov [mailto:EAS.System@epamail.epa.gov]  
Sent: Sunday, May 13, 2018 6:44 AM  
To: Brown, Rayna <brown.rayna@epa.gov>  
Subject: PRISM Workflow Reminder regarding Purchase Order EP-18-H-000025 (P00002)

Purchase Order EP-18-H-000025 (P00002) has been in your inbox for 83 working days awaiting your review.

Please review the Purchase Order and take appropriate action at your earliest convenience. You may access PRISM by clicking <https://eas.epa.gov/>.

Message

**From:** Gosnell, Jody [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=4F489F642C624968AC8785B093B42381-JGOSNELL]  
**Sent:** 8/11/2017 8:39:14 PM  
**To:** Brown, Rayna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4fbceecd71da4930b2f0aa5e247b46b1-Brown, Rayna]  
**Subject:** RE: OA is Requesting Emergency Consideration to Process Two (2) Requisitions [PR-OA-17-00137 and PR-OA-17-00132]

Rayna,

# Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Please advise. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Brown, Rayna  
**Sent:** Monday, July 24, 2017 1:56 PM  
**To:** Patrick, Kimberly <Patrick.Kimberly@epa.gov>; Legare, Pamela <Legare.Pamela@epa.gov>; Stewart, Keith <Stewart.Keith@epa.gov>; Plater, Lottie <Plater.Lottie@epa.gov>; Allen, Reginald <Allen.Reginald@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>  
**Cc:** Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Subject:** OA is Requesting Emergency Consideration to Process Two (2) Requisitions [PR-OA-17-00137 and PR-OA-17-00132]

Good morning Kimberly, Pamela, and Keith/Lottie,

On behalf of my Office of the Administrator (OA) clients, the OA Champions are requesting OAM's approval to process the following two (2) untimely PRs as they are being requested by or in direct support of the Administrator and/or John Showman:

**Requisition No.:** PR-OA-17-00137 (pending uploading of requisite documents and release in EAS)

**Requirement Need:** Privacy booth for the Administrator

**Need Date:** ASAP. No later than 30 calendar days.

**Quality Control Review (QCR) Findings:** Pending a released PR.

**Requisition No.:** PR-OA-17-00132 (released in EAS)

**Requirement Need:** Media Clips Services (former order EP-16-H-000137)

**Need Date:** July 7, 2017

**Quality Control Review (QCR) Findings:** Missing a sole source justification and a multiple appropriation form



Additionally, we have received an IAA for the Administrator to travel this Thursday that needs to be processed ASAP, so my staff is moving forward with this action as a priority. Please advise. Thank you and have a great afternoon! 😊

Kind regards,

Rayna D. Brown  
Service Center Manager  
U.S. Environmental Protection Agency (U.S. EPA)  
OAM/HPOD/PCSC  
(202) 564.6025 Office

**To:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Donna Dews  
**Sent:** Tue 12/12/2017 8:07:53 PM  
**Subject:** Fwd: Out sick today

Hi Rayna

I will try and make it tomorrow. **Personal Matters / Ex. 6**  
**Personal Matters / Ex. 6** The file is in my overhead. I  
might have locked it. **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** Nancy Grantham and OA  
wanted to know when services start. I will check my email and forward  
to you all. Sorry.

----- Forwarded message -----  
From: Donna Dews <aspirebywhynot@gmail.com>  
Date: Tue, 12 Dec 2017 07:33:47 -0500  
Subject: Out sick today  
To: Rayna Brown <brown.rayna@epa.gov>

Rayna

**Personal Matters / Ex. 6**

Donna Dews

**To:** Stewart, Keith[Stewart.Keith@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Donna Dews  
**Sent:** Wed 12/13/2017 12:37:21 AM  
**Subject:** Re:

Hi Keith/Rayna

Feeling a little better.

I sent him a copy of the notice and he was questioning why there was no date and he was unable to access the notice. My file shows others who were able to access notice as an RFI to FBO and Fedconnect. He wants to

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

See you all tomorrow.

Donna

On 12/12/17, Stewart, Keith <Stewart.Keith@epa.gov> wrote:

> Thanks Donna

>

> I am actually looking the amended special notice that was posted. I have a contractor asking it.

>

> -----Original Message-----

> From: Donna Dews [mailto:] **Personal Email / Ex. 6**

> Sent: Tuesday, December 12, 2017 3:27 PM

> To: Brown, Rayna <brown.rayna@epa.gov>; Stewart, Keith

> <Stewart.Keith@epa.gov>

> Subject:

>

> Rayna

>

**Personal Matters / Ex. 6**

> My personal email is **Personal Email / Ex. 6** I checked my email and I had not gotten an email from Definers. As I said in my personal email, we were waiting on Definers to send a service start date and amended quote. There was nothing in my work mail to indicate they had amended their quote. Sorry for any inconvenience. I will get file to Keith and all who want to see it tomorrow when I return to the office and follow up with Julia Coltrone at Definers.

>

> Thank you.

>

> Donna Dews

>

**To:** Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]  
**From:** Donna Dews  
**Sent:** Tue 12/12/2017 8:26:48 PM

Rayna

**Personal Matters / Ex. 6**

My personal email is **Personal Matters / Ex. 6**. I checked my email and I had not gotten an email from Definers. As I said in my personal email, we were waiting on Definers to send a service start date and amended quote. There was nothing in my work mail to indicate they had amended their quote. Sorry for any inconvenience. I will get file to Keith and all who want to see it tomorrow when I return to the office and follow up with Julia Coltrane at Definers.

Thank you.

Donna Dews

**To:** Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]; Pakula, Kenneth[Pakula.Kenneth@epa.gov]; Legare, Pamela[Legare.Pamela@epa.gov]; Patrick, Kimberly[Patrick.Kimberly@epa.gov]  
**Cc:** Zemel, Avital[Zemel.Avital@epa.gov]; McGraw, Sara[McGraw.Sara@epa.gov]  
**From:** Madison, Tommie  
**Sent:** Tue 12/19/2017 3:45:32 PM  
**Subject:** FW: B- 415800-2 FW: Bid protest for EPA contract EP18H000025  
[Bid protest for EPA contract EP18H000025.pdf](#)

Second email – Protest #B-415800-2

Tommie L. Madison, Jr.  
U.S. Environmental Protection Agency  
Office of Acquisition Management (OAM)  
Acting Agency Advocate for Competition  
Phone: (202) 564-2556  
MailCode: 3803R

---

**From:** Protests@gao.gov [mailto:Protests@gao.gov]  
**Sent:** Tuesday, December 19, 2017 9:51 AM  
**To:** Madison, Tommie <Madison.Tommie@epa.gov>  
**Subject:** Registered: B- 415800-2 FW: Bid protest for EPA contract EP18H000025

This is a [Registered E-mail](#)<sup>®</sup> message from **Protests**.

---

This is a follow-up Email-- we now have a case-number

B- 415800-2

NOTE-- Protestor New Heights Communications

I am-- Kenneth Webb PLCG

---

**From:** David Arkush [mailto:darkush@citizen.org]  
**Sent:** Monday, December 18, 2017 5:12 PM  
**To:** Protests  
**Subject:** Bid protest for EPA contract EP18H000025

Hello,

Attached to this email is a bid protest for EPA contract EP18H000025.

Thank you.

Sincerely,  
David Arkush

---

**David J. Arkush | Managing Director**

Public Citizen's Climate Program  
215 Pennsylvania Ave SE, Washington, DC 20003  
**TEL:** 202.454.5132, **CELL:** Personal Phone / Ex. 6

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For more information about the Registered E-mail® service visit <http://www.rpost.com>

**To:** Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]; Pakula, Kenneth[Pakula.Kenneth@epa.gov]; Legare, Pamela[Legare.Pamela@epa.gov]; Patrick, Kimberly[Patrick.Kimberly@epa.gov]  
**Cc:** Zemel, Avital[Zemel.Avital@epa.gov]; McGraw, Sara[McGraw.Sara@epa.gov]  
**From:** Madison, Tommie  
**Sent:** Tue 12/19/2017 3:44:20 PM  
**Subject:** FW: B- 415800-1 FW: Bid protest for EPA contract EP18H000025  
[Bid protest for EPA contract EP18H000025.pdf](#)

This is the email sent from GAO with the protest number included (B-415800-1). The earlier email was sent before the number was assigned by GAO. Also, you will notice in the protest letter that there are two (2) protesters being represented by Public Citizen....which is the organization that sent the letter in on behalf of both protesters.

GAO sent two emails with two protest numbers (B-415800-1 and B-415800-2), although after I called GAO this morning they told me that one response addressing both protesters names would be sufficient once we respond. I will still send the other email for your records as well.

Thanks,

Tommie L. Madison, Jr.  
U.S. Environmental Protection Agency  
Office of Acquisition Management (OAM)  
Acting Agency Advocate for Competition  
Phone: (202) 564-2556  
MailCode: 3803R

---

**From:** Protests@gao.gov [mailto:Protests@gao.gov]  
**Sent:** Tuesday, December 19, 2017 9:30 AM  
**To:** Madison, Tommie <Madison.Tommie@epa.gov>  
**Subject:** Registered: B- 415800-1 FW: Bid protest for EPA contract EP18H000025

This is a [Registered E-mail](#)<sup>®</sup> message from **Protests**.

---

This is a follow-up Email-- we now have a case-number

B- 415800-1

NOTE-- Protestor Fenton Communications

I am-- Kenneth Webb PLCG

---

**From:** David Arkush [mailto:darkush@citizen.org]  
**Sent:** Monday, December 18, 2017 5:12 PM  
**To:** Protests  
**Subject:** Bid protest for EPA contract EP18H000025

Hello,

Attached to this email is a bid protest for EPA contract EP18H000025.

Thank you.

Sincerely,  
David Arkush

---

**David J. Arkush | Managing Director**  
Public Citizen's Climate Program  
215 Pennsylvania Ave SE, Washington, DC 20003  
**TEL:** 202.454.5132, **CELL:** Personal Phone / Ex. 6

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For more information about the Registered E-mail® service visit <http://www.rpost.com>



**To:** Madison, Tommie[Madison.Tommie@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]  
**Cc:** McGraw, Sara[McGraw.Sara@epa.gov]; Zemel, Avital[Zemel.Avital@epa.gov]  
**From:** Pakula, Kenneth  
**Sent:** Tue 12/19/2017 1:59:59 PM  
**Subject:** RE: B- UNKNOWN FW: Bid protest for EPA contract EP18H000025  
[~WRD000.jpg](#)

The first paragraph says it was a grant -

Deliberative Process / Ex. 5

?

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**From:** Madison, Tommie  
**Sent:** Tuesday, December 19, 2017 8:51 AM  
**To:** Brown, Rayna; Stewart, Keith; Pakula, Kenneth  
**Subject:** FW: B- UNKNOWN FW: Bid protest for EPA contract EP18H000025

Tommie L. Madison, Jr.  
U.S. Environmental Protection Agency  
Office of Acquisition Management (OAM)  
Acting Agency Advocate for Competition  
Phone: (202) 564-2556  
MailCode: 3803R

**From:** Protests@gao.gov [mailto:Protests@gao.gov]  
**Sent:** Monday, December 18, 2017 5:24 PM  
**To:** Madison, Tommie <Madison.Tommie@epa.gov>  
**Subject:** Registered: B- UNKNOWN FW: Bid protest for EPA contract EP18H000025

[Image removed by sender. \*\*\*United States Government Accountability Office(R)registered E-mail \*\*\*]  
This is a Registered E-mail<<http://www.rpost.com>>® message from Protests.

---

Please note the enclosed Bid Protest-- B- UNKNOWN

Filed-- 18 DEC 2018 for 5:15pm

Agency Report Due Date-- 17 Jan 2018  
Case Decision Due Date-- 28 Mar 2018

I am-- Kenneth Webb PLCG

**From:** David Arkush [mailto:darkush@citizen.org]  
**Sent:** Monday, December 18, 2017 5:12 PM  
**To:** Protests  
**Subject:** Bid protest for EPA contract EP18H000025

Hello,

Attached to this email is a bid protest for EPA contract EP18H000025.

Thank you.

Sincerely,

David Arkush

---

David J. Arkush | Managing Director  
Public Citizen's Climate Program  
215 Pennsylvania Ave SE, Washington, DC 20003  
TEL: 202.454.5132, CELL: Personal Phone / Ex. 6

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Food and Water Watch v. EPA, No. 1:18-cv-01497 (D.D.C.); EPA-HQ-20178-002708 ED 002048B 00000106-00001

**CONTINUATION SHEET**

REFERENCE NO OF DOCUMENT BEING CONTINUED  
EP-18-H-000025/P00001

PAGE OF  
2 7

NAME OF OFFEROR OR CONTRACTOR  
DEFIENERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(6) Change the total firm-fixed-price from \$120,000.00 to \$0.00;</p> <p>(7) Change the Administrative Contracting Officer; and</p> <p>(8) Instruct the Contractor to acknowledge receipt of this modification and termination by completing, signing, dating and returning this modification.</p> <p>Other Authorities for this Standard Form (SF) 30 Block 13: Administrative change as item (7) is considered an administrative changes that does not affect the substantive rights of the parties and item (8) is associated with an acknowledgement of this action.</p> <p>This order is hereby terminated and cancelled in its entirety.</p> <p>The Contractor hereby acknowledges receipt of this termination by signing below and shall immediately proceed with the following obligations pursuant to the Federal Acquisition Regulation (FAR) 52.212-4 Contract Terms and Conditions; Commercial Items clause (1) Termination for the Government's convenience:</p> <p><u>Joseph Boudier, Resident</u> Print Name &amp; Title of Authorized Representative</p> <p>Signature <u>[Signature]</u></p> <p>Date <u>12/19/17</u></p> <p>All other terms and conditions remains unchanged and in full force and effect. Max Expire Date: 12/19/2017</p> <p>LIST OF CHANGES: Reason for Modification: Terminate for Convenience (complete or partial)</p> <p>Period Of Performance End Date changed from 06-DEC-18 to 19-DEC-17</p> <p>Total Amount for this Modification: -\$120,000.00 New Total Amount for this Version: \$0.00 Continued ...</p>				

NSN 7540-01-152-9067

OPTIONAL FORM 336 (4-86)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.6

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## Brown, Rayna

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**From:** Julia Cotrone <jcotrone@definerscorp.com>  
**Sent:** Tuesday, December 19, 2017 7:09 PM  
**To:** Brown, Rayna  
**Cc:** jpounder@definerscorp.com; Dews, Donna; Scott Cotter  
**Subject:** Re: PO\_EP18H000025\_1\_HQ [URGENT]  
**Attachments:** EPA Definers Page 2 signed.pdf

Attached is signed copy of PO\_EP18H000025\_1\_HQ (7 pages). See page 2 for signature as requested. Please let us know if there are any additional steps we need to take on our end to complete this process. Otherwise please let us know when this process is 100% completed.

Thank you!

On Tue, Dec 19, 2017 at 4:47 PM, Julia Cotrone <jcotrone@definerscorp.com> wrote:  
Received

On Tue, Dec 19, 2017 at 3:45 PM, Brown, Rayna <brown.rayna@epa.gov> wrote:

**Contractor:** Definers Corp

**Purchase Order No.:** EP-18-H-000025

**Purchase Order Modification No.:** P00001

**Purchase Order Title:** News Analysis Service

**Subject:** Unilateral Modification No. P00001

Please find attached modification P00001 to purchase order no. EP-18-H-000025 in order to cancel/terminate this order in its entirety via a Termination for the Government's Convenience effective December 19, 2017 and per the Contracting Officer's (CO's) conversation with Julia Cotrone with Definers Corp this morning. The Contractor shall immediately acknowledge receipt of this modification via email (please **DO NOT** include Group DDC-Customer) upon receipt of this email and correspondence and provide the signed page 2 of 7 to [brown.rayna@epa.gov](mailto:brown.rayna@epa.gov) and [dews.donna@epa.gov](mailto:dews.donna@epa.gov) within two (2) business days. Let me know if you have any questions.

Thank you and have a nice day! ☺

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

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**Julia Cotrone**

O: 571.290.5461 | C: Personal Phone / Ex. 6

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**Julia Cotrone**

O: 571.290.5461 | C: Personal Phone / Ex. 6

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE		PAGE OF PAGES	
						1 7	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
P00001		12/19/2017		PR-OA-17-00132			
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
HPOD							
HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				(x)			
DEFINERS CORP Attn: <b>PBI/Ex. 4</b> 1500 Wilson Blvd #5 Arlington VA 22209							
				9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-18-H-000025			
				10B. DATED (SEE ITEM 13)			
CODE 076234313				FACILITY CODE		12/07/2017	
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)				Net Decrease:		-\$120,000.00	
See Schedule							
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
X	D. OTHER (Specify type of modification and authority) Unilateral Modification: FAR 52.212-4 (1) Termination for the Government's convenience (Full Termination)						
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not. <input checked="" type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
DUNS Number: 076234313							
The purpose of this unilateral modification is as follows:							
(1) Unilaterally execute a full termination for convenience in accordance with the Federal Acquisition Regulation (FAR) 52.212-4 (1); (2) Serves as a Notice of Termination to the Contractor effective December 19, 2017; (3) De-obligate \$120,000.00 from this order; (4) Convey the extent of this full termination for convenience is for all services and contract line item numbers (CLINs) under this order and hereby terminating this firm-fixed-priced order in its entirety; (5) Change the total obligation amount from \$120,000.00 to \$0.00; Continued ...							
Except as provided herein, all terms and conditions of the document referenced in item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Rayna Brown			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				 (Signature of Contracting Officer)		12/19/2017	
NSN 7540-01-152-8070				STANDARD FORM 30 (REV. 10-83)			
Previous edition unusable				Prescribed by GSA			
				FAR (48 CFR) 53.243			

**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-18-H-000025/P00001

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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(6) Change the total firm-fixed-price from \$120,000.00 to \$0.00;</p> <p>(7) Change the Administrative Contracting Officer; and</p> <p>(8) Instruct the Contractor to acknowledge receipt of this modification and termination by completing, signing, dating and returning this modification.</p> <p>Other Authorities for this Standard Form (SF) 30 Block 13: Administrative change as item (7) is considered an administrative changes that does not affect the substantive rights of the parties and item (8) is associated with an acknowledgement of this action.</p> <p>This order is hereby terminated and cancelled in its entirety.</p> <p>The Contractor hereby acknowledges receipt of this termination by signing below and shall immediately proceed with the following obligations pursuant to the Federal Acquisition Regulation (FAR) 52.212-4 Contract Terms and Conditions; Commercial Items clause (1)</p> <p>Termination for the Government's convenience:</p> <p><u>Boon Boudoe Persipont</u> Print Name &amp; Title of Authorized Representative</p> <p><u>[Signature]</u> Signature</p> <p><u>12/19/17</u> Date</p> <p>All other terms and conditions remains unchanged and in full force and effect. Max Expire Date: 12/19/2017</p> <p>LIST OF CHANGES: Reason for Modification: Terminate for Convenience (complete or partial)</p> <p>Period of Performance End Date changed from 06-DEC-18 to 19-DEC-17</p> <p>Total Amount for this Modification: ~\$120,000.00 New Total Amount for this Version: \$0.00 Continued ...</p>				

NSR 7540-01 152-0007

OPTIONAL FORM 336 (4-86)  
Specified by GSA  
FAR 101.01-6.7

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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Amount for this Award: \$0.00  Obligated Amount for this Modification:  -\$120,000.00  New Total Obligated Amount for this Award: \$0.00</p> <p>Contracting Officer changed from Jessica Wilson  to Rayna Brown  Administrative Contracting Officer changed from  Elaine Scott to Rayna Brown</p> <p>Maximum Potential Expiration Date changed to:  12/19/2017  CHANGES FOR LINE ITEM NUMBER: 1  Description changed from News analysis and brief  service focusing on EPA work and other topics of  interest to EPA for console customization, twice  daily clip packages &amp; breaking news alerts,  analyst support and access and console  maintenance for EPA data based on clip volume to  CANCELLED: News analysis and brief service  focusing on EPA work and other topics of interest  to EPA for console customization, twice daily  clip packages &amp; breaking news alerts, analyst  support and access and console maintenance for  EPA data based on clip volume</p> <p>Total Amount changed from \$20,000.00 to \$0.00  Obligated Amount for this modification:  -\$20,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD  Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE:  17-18-B-11H-ZZZME8-2504-1711H71040-001  Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 2  Description changed from News analysis and brief  service focusing on EPA work and other topics of  interest to EPA. to  CANCELLED: News analysis and brief service  focusing on EPA work and other topics of interest  to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00  Obligated Amount for this modification:  -\$15,000.00</p> <p>Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE	OF
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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-101A46-2504-1711H71040-003 Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 3 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-202BD4-2504-1711H71040-004 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 4 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-301ME9-2504-1711H71040-005 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 5 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-303D99-2504-1711H71040-006 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 6 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-401CD6-2504-1711H71040-007 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 7 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$12,000.00 to \$0.00 Obligated Amount for this modification: -\$12,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$12,000.00 to \$0.00</p> <p>Continued ...</p>				



CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-18-H-000025/P00001	6	7

NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-501E44-2504-1711H71040-008 Amount changed from \$12,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 8 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-ZZZHF8-2504-1711H71040-009 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 9 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-C-11-101FK6XR1-2504-1711H71040-010 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 10 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE	OF
		7	7

NAME OF OFFEROR OR CONTRACTOR  
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Total Amount changed from \$3,000.00 to \$0.00 Obligated Amount for this modification: -\$3,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$3,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-T-11-501E52-2504-1711H71040-002 Amount changed from \$3,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>FOB: Destination Period of Performance: 12/07/2017 to 12/19/2017</p>				

## Brown, Rayna

---

**From:** Julia Cotrone <jcotrone@definercorp.com>  
**Sent:** Tuesday, December 19, 2017 7:09 PM  
**To:** Brown, Rayna  
**Cc:** jpounder@definercorp.com; Dews, Donna; Scott Cotter  
**Subject:** Re: PO\_EP18H000025\_1\_HQ [URGENT]  
**Attachments:** EPA Definers Page 2 signed.pdf

Attached is signed copy of PO\_EP18H000025\_1\_HQ (7 pages). See page 2 for signature as requested. Please let us know if there are any additional steps we need to take on our end to complete this process. Otherwise please let us know when this process is 100% completed.

Thank you!

On Tue, Dec 19, 2017 at 4:47 PM, Julia Cotrone <jcotrone@definercorp.com> wrote:  
Received

On Tue, Dec 19, 2017 at 3:45 PM, Brown, Rayna <brown.rayna@epa.gov> wrote:

**Contractor:** Definers Corp

**Purchase Order No.:** EP-18-H-000025

**Purchase Order Modification No.:** P00001

**Purchase Order Title:** News Analysis Service

**Subject:** Unilateral Modification No. P00001

Please find attached modification P00001 to purchase order no. EP-18-H-000025 in order to cancel/terminate this order in its entirety via a Termination for the Government's Convenience effective December 19, 2017 and per the Contracting Officer's (CO's) conversation with Julia Cotrone with Definers Corp this morning. The Contractor shall immediately acknowledge receipt of this modification via email (please **DO NOT** include Group DDC-Customer) upon receipt of this email and correspondence and provide the signed page 2 of 7 to [brown.rayna@epa.gov](mailto:brown.rayna@epa.gov) and [dews.donna@epa.gov](mailto:dews.donna@epa.gov) within two (2) business days. Let me know if you have any questions.

Thank you and have a nice day! ☺

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

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**Julia Cotrone**

O: 571.290.5461 | C: Personal Phone / Ex. 6

--

**Julia Cotrone**

O: 571.290.5461 | C: Personal Phone / Ex. 6

## Brown, Rayna

---

**From:** Julia Cotrone <jcotrone@definerscorp.com>  
**Sent:** Thursday, December 21, 2017 11:00 AM  
**To:** Brown, Rayna  
**Cc:** Dews, Donna; Scott Cotter  
**Subject:** Re: PO\_EP18H000025\_1\_HQ [URGENT]

Hi

I had sent the email below yesterday but am having difficulty finding in my email so I just wanted to resend to make sure you have and are aware.

Definers will not seek payment or assert our rights under FAR 52.212-4

Thanks

On Dec 20, 2017, at 11:45 AM, Julia Cotrone <jcotrone@definerscorp.com> wrote:

Definers will not seek payment or assert our rights under FAR 52.212-4

On Tue, Dec 19, 2017 at 10:45 PM, Brown, Rayna <brown.rayna@epa.gov> wrote:

Hello Julia,

Thank you for your prompt response and returning the signed subject modification. In terms of additional steps necessary to officially end the process will involve whether or not Definers Corp wants to assert its rights under FAR 52.212-4 (I) terms and conditions—see an excerpt of the applicable clause language below. If Definers Corp is seeking, as a matter of its right, the payment of money arising under or relating to this purchase order and termination, then please submit in writing to me as the Contracting Officer with a level of detail consistent with the FAR 52.212-4 and sufficient for a Contracting Officer to determine that the costs were fair, reasonable, allowable, allocable and the facts justify the requested recovery of costs in a termination settlement (e.g. demonstrates that all reasonable steps were taken to minimize the incurrence of costs allocable to the work covered by the order). A final bilateral modification will be issued to definitize this aspect of the termination even if Definers Corp indicates that no costs will be claimed under the order and/or pursuant to the termination.

Please notify me of Definer Corp's intent regarding this matter and the Government will act accordingly. Please let me know if you have any additional questions. Thank you kindly and have a great day!

### **FAR 52.212-4 Contract Terms and Conditions—Commercial Items.**

(I) **Termination for the Government's convenience.** The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work

**performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination** The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. **The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.**

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

**From:** Julia Cotrone [mailto:[jcotrone@definerscorp.com](mailto:jcotrone@definerscorp.com)]

**Sent:** Tuesday, December 19, 2017 7:09 PM

**To:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Cc:** [jpounder@definerscorp.com](mailto:jpounder@definerscorp.com); Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Scott Cotter <[scotter@definerscorp.com](mailto:scotter@definerscorp.com)>

**Subject:** Re: PO\_EP18H000025\_1\_HQ [URGENT]

Attached is signed copy of PO\_EP18H000025\_1\_HQ (7 pages). See page 2 for signature as requested.

Please let us know if there are any additional steps we need to take on our end to complete this process. Otherwise please let us know when this process is 100% completed.

Thank you!

On Tue, Dec 19, 2017 at 4:47 PM, Julia Cotrone <[jcotrone@definerscorp.com](mailto:jcotrone@definerscorp.com)> wrote:

Received

On Tue, Dec 19, 2017 at 3:45 PM, Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)> wrote:

**Contractor:** Definers Corp

**Purchase Order No.:** EP-18-H-000025

**Purchase Order Modification No.:** P00001

**Purchase Order Title:** News Analysis Service

**Subject:** Unilateral Modification No. P00001

Please find attached modification P00001 to purchase order no. EP-18-H-000025 in order to cancel/terminate this order in its entirety via a Termination for the Government's Convenience effective December 19, 2017 and per the Contracting Officer's (CO's) conversation with Julia Cotrone with Definers Corp this morning. The Contractor shall immediately acknowledge receipt of this modification via email (please **DO NOT** include Group DDC-Customer) upon receipt of this email and correspondence and provide the signed page 2 of 7 to [brown.rayna@epa.gov](mailto:brown.rayna@epa.gov) and [dews.donna@epa.gov](mailto:dews.donna@epa.gov) within two (2) business days. Let me know if you have any questions.

Thank you and have a nice day! ☺

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

--

**Julia Cotrone**

O: [571.290.5461](tel:571.290.5461) | C: Personal Phone / Ex. 6

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**Julia Cotrone**

O: 571.290.5461 | C:

Personal Phone / Ex. 6

--

**Julia Cotrone**

O: 571.290.5461 | C:

Personal Phone / Ex. 6



**To:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Smith, Michael  
**Sent:** Thur 9/6/2018 6:30:12 PM  
**Subject:** RE: Requested documents

Ms. Brown, good afternoon. I am still waiting on you to provide the SOW, contract award and bid file (all documents necessary to justify the sole-source contract), as they relate to the Definers Corporation. These need to be provided via email, in PDF form. Please let me know the status, as this is an official law enforcement request. Additionally, if there is some issue with my request, please relay that to me as well. Thank you.

V/r,

Michael S. Smith  
Special Agent  
EPA-OIG/OPR  
National Threat Coordinator  
Washington DC  
Desk – (202)566-9686  
Cell – Personal Phone / Ex. 6  
smith.michael-s@epa.gov

To report fraud, waste or abuse impacting EPA, please contact the EPA OIG Hotline via telephone numbers 202-566-2476 or 888-546-8740, fax 202-566-2599, or email at [oig\\_hotline@epa.gov](mailto:oig_hotline@epa.gov)

-----Original Message-----

From: Brown, Rayna  
Sent: Thursday, August 30, 2018 6:46 AM  
To: Smith, Michael <[Smith.Michael-S@epa.gov](mailto:Smith.Michael-S@epa.gov)>  
Subject: RE: Requested documents

Good morning Mr. Michael,

My intent, is to get you the information today as I was in meetings all day yesterday and I'm schedule to be in meetings all day today. To ensure I get you the right information, I would like to confirm you are requesting records for the purchase order no. EP-18-H-000025 that was awarded to Definers Corp on 12/07/2017 and later terminated on 12/19/2017. Also can you please clarify what you mean by "bid file"? I was the contracting officer (CO) of record for the termination action but was not the CO of record for the award of this order. Therefore, it may take more time to coordinate and respond completely to your request once I clarify and understand all of what you are looking for. Thank you and this is a top priority for me to handle.

Have a great day! ☐\*

Kind regards,

Rayna Brown  
Service Center Manager  
U.S. Environmental Protection Agency (U.S. EPA) OAM/HPOD/Pre-Award Solutions Team  
(202) 564.6025 Office

-----Original Message-----

From: Smith, Michael

Sent: Thursday, August 30, 2018 6:38 AM  
To: Brown, Rayna <brown.rayna@epa.gov>  
Subject: Requested documents

Good morning. This is a follow-up email to the phone call and original email sent to you requesting the Definers contract, SOW and Bid file. I have not received any of the above requested documentation. So there is no confusion, please understand that this is an official request from the Office of Inspector General, Office of Investigation. This is NOT an audit function, so please do not delay transmittal of these documents any further. If you have any questions or concerns, please contact me immediately.

Michael Smith  
Special Agent  
Office of Inspector General  
(202)566-9686-office  

Personal Phone / Ex. 6

 cell  
smith.michael-s@epa.gov

**To:** Stewart, Keith[Stewart.Keith@epa.gov]  
**From:** Brown, Rayna  
**Sent:** Wed 1/10/2018 9:25:37 PM  
**Subject:** Re: Definers Media Services

Will do. I'll have to defer a conversation I was hoping to have with you until you return. Thanks and have a great extended holiday weekend!

Kind regards,

Rayna Brown

Service Center Manager

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

(202) 564.6025 Office

On Jan 10, 2018, at 4:10 PM, Stewart, Keith <[Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)> wrote:

Rayna,

Celia may come back for additional information. If she does, I need you to take the lead and coordinate with Lottie and Elaine. Thanks

Keith Stewart, Division Director

Phone: 202-564-1286

Cell: Personal Phone / Ex. 6

email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)

**To:** Brown, Rayna[brown.rayna@epa.gov]  
**Cc:** Grantham, Nancy[Grantham.Nancy@epa.gov]  
**From:** Grantham, Nancy  
**Sent:** Fri 7/28/2017 8:23:24 PM  
**Subject:** Checking on Status

Hi Rayna,

I am checking on the status of PR-OA-17-00132 -- for Definers media service.

Thanks and have a nice weekend.

ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

**To:** Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]; Pakula, Kenneth[Pakula.Kenneth@epa.gov]; Legare, Pamela[Legare.Pamela@epa.gov]; Patrick, Kimberly[Patrick.Kimberly@epa.gov]  
**Cc:** Zemel, Avital[Zemel.Avital@epa.gov]; McGraw, Sara[McGraw.Sara@epa.gov]  
**From:** Madison, Tommie  
**Sent:** Tue 12/19/2017 3:45:32 PM  
**Subject:** FW: B- 415800-2 FW: Bid protest for EPA contract EP18H000025  
[Bid protest for EPA contract EP18H000025.pdf](#)

Second email – Protest #B-415800-2

Tommie L. Madison, Jr.  
U.S. Environmental Protection Agency  
Office of Acquisition Management (OAM)  
Acting Agency Advocate for Competition  
Phone: (202) 564-2556  
MailCode: 3803R

---

**From:** Protests@gao.gov [mailto:Protests@gao.gov]  
**Sent:** Tuesday, December 19, 2017 9:51 AM  
**To:** Madison, Tommie <Madison.Tommie@epa.gov>  
**Subject:** Registered: B- 415800-2 FW: Bid protest for EPA contract EP18H000025

This is a [Registered E-mail](#)<sup>®</sup> message from **Protests**.

---

This is a follow-up Email-- we now have a case-number

B- 415800-2

NOTE-- Protestor New Heights Communications

I am-- Kenneth Webb PLCG

---

**From:** David Arkush [mailto:darkush@citizen.org]  
**Sent:** Monday, December 18, 2017 5:12 PM  
**To:** Protests  
**Subject:** Bid protest for EPA contract EP18H000025

Hello,

Attached to this email is a bid protest for EPA contract EP18H000025.

Thank you.

Sincerely,  
David Arkush

---

**David J. Arkush | Managing Director**

Public Citizen's Climate Program  
215 Pennsylvania Ave SE, Washington, DC 20003  
**TEL:** 202.454.5132, **CELL:** Personal Phone / Ex. 6

---

For more information about the Registered E-mail® service visit <http://www.rpost.com>

**To:** Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]; Pakula, Kenneth[Pakula.Kenneth@epa.gov]  
**From:** Madison, Tommie  
**Sent:** Tue 12/19/2017 1:51:56 PM  
**Subject:** FW: B- UNKNOWN FW: Bid protest for EPA contract EP18H000025  
Bid protest for EPA contract EP18H000025.pdf

Tommie L. Madison, Jr.  
U.S. Environmental Protection Agency  
Office of Acquisition Management (OAM)  
Acting Agency Advocate for Competition  
Phone: (202) 564-2556  
MailCode: 3803R

---

**From:** Protests@gao.gov [mailto:Protests@gao.gov]  
**Sent:** Monday, December 18, 2017 5:24 PM  
**To:** Madison, Tommie <Madison.Tommie@epa.gov>  
**Subject:** Registered: B- UNKNOWN FW: Bid protest for EPA contract EP18H000025

This is a [Registered E-mail](#)<sup>®</sup> message from **Protests**.

---

Please note the enclosed Bid Protest-- B- UNKNOWN

Filed-- 18 DEC 2018 for 5:15pm

Agency Report Due Date-- 17 Jan 2018  
Case Decision Due Date-- 28 Mar 2018

I am-- Kenneth Webb PLCG

---

**From:** David Arkush [mailto:darkush@citizen.org]  
**Sent:** Monday, December 18, 2017 5:12 PM  
**To:** Protests  
**Subject:** Bid protest for EPA contract EP18H000025

Hello,

Attached to this email is a bid protest for EPA contract EP18H000025.

Thank you.

Sincerely,  
David Arkush

---

**David J. Arkush | Managing Director**  
Public Citizen's Climate Program

215 Pennsylvania Ave SE, Washington, DC 20003

TEL: 202.454.5132, CELL: Personal Phone / Ex. 6

---

For more information about the Registered E-mail® service visit <http://www.rpost.com>



**To:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 12/11/2017 2:02:53 PM  
**Subject:** FW: Distribution of EP-18-H-000025 - A more legible copy  
[EP-18-H-000025 Purchase order.pdf](#)  
[Clauses EP-18-H-000025.pdf](#)

Rayna

Personal Matters / Ex. 6

Personal Matters / Ex. 6

Personal Matters / Ex. 6

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**From:** Dews, Donna  
**Sent:** Thursday, December 07, 2017 5:45 PM  
**To:** 'Julia Cotrone' <jcotrone@definercorp.com>; Quarles, Michael <Quarles.Michael@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>  
**Cc:** Group DDC-Customer <DDC-Customer@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Plater, Lottie <Plater.Lottie@epa.gov>  
**Subject:** Distribution of EP-18-H-000025 - A more legible copy

Oops!!!Here is a better copy.

The attached is for award. Thanks so much!!!

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Stewart, Keith[Stewart.Keith@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]; Plater, Lottie[Plater.Lottie@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]; Scott, Elaine[Scott.Elaine@epa.gov]  
**From:** Dews, Donna  
**Sent:** Thur 12/14/2017 7:01:18 PM  
**Subject:** FW: Response to Sole Source Notification: 68HE0H18B0002

Hi Keith/Rayna

See below.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Quarles, Michael  
**Sent:** Wednesday, December 06, 2017 9:40 AM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Stewart, Keith <Stewart.Keith@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>  
**Subject:** RE: Response to Sole Source Notification: 68HE0H18B0002

Hello Donna,

Please see our statement below regarding the capabilities of TechMIS for our contract. Let me know if you need anything else.

# Deliberative Process / Ex. 5

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Dews, Donna  
**Sent:** Tuesday, December 05, 2017 11:49 AM  
**To:** Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Stewart, Keith <Stewart.Keith@epa.gov>

**Subject:** FW: Response to Sole Source Notification: 68HE0H18B0002

**Importance:** High

Hi Michael

See below.

Please send a kind note after reviewing their capability statement as to

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

You can use your description off of your JOFOC as a starting point to support your reasoning.

Also send a note to:

[Ben.kessler@meltwater.com](mailto:Ben.kessler@meltwater.com)

[armand@blueforcecommunications.com](mailto:armand@blueforcecommunications.com)

I can forward the above individual emails (Ben and Armand) to see what they were requesting from you or you can just let them know this was just to inform them of your office's intent to **Deliberative Process / Ex. 5**. It is up to you if you want to **Deliberative Process / Ex. 5**.

**Per our phone conversation yesterday and our request via email, please get a quote from Definer's and a Capability Statement. I do not believe **Deliberative Process / Ex. 5** A quote – defines the items being purchased, the price per item, terms and conditions and an expiration date and the period of performance, instead of 1 year define as 12 months.**

Again, Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Burt Squires - TechMIS [<mailto:burt.squires@techmis.com>]

**Sent:** Wednesday, November 29, 2017 11:48 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>

**Subject:** Response to Sole Source Notification: 68HE0H18B0002

**Importance:** High

29 November 2017

Donna Dews  
HPOD/US Environmental Protection Agency  
William Jefferson Clinton Building  
1200 Pennsylvania Avenue, N. W.  
Mail Code: 3803R  
Washington, DC 20460

Dear Ms. Dews,

TechMIS LLC is submitting the following response to solicitation 68HE0H18B0002 posted on the FBO as a Sole Source Notification on 11/29/17. We have the capability to perform all functions described in this solicitation in house.

TechMIS, a Service-Disabled Veteran-Owned Small Business (SDVOSB), is a leader in media monitoring, knowledge management and systems engineering and has successfully provided high-level media monitoring and News Briefing support to the U.S. Department of Housing and Urban Development (HUD), U.S. Department of Labor (DOL), Immigration and Customs Enforcement (ICE), and U.S. General Services Administration (GSA). Our human-prepared News Briefing products directly serve nearly 50,000 government employees daily.

We request that the Government not award this contract without competition. Additionally, the Government can expedite the award to TechMIS via our newly-awarded GSA Schedule Contract (MOBIS Schedule 874-1) or by issuing a sole-source award to TechMIS as a Service Disabled Veteran-Owned Small Business (SDVOSB) under FAR 19.1406.

GSA Contract Number: GS-00F-215GA

Contract Period: June 9, 2017 to June 8, 2022

874-1: Integrated Consulting Services

Any and all questions about this response should be addressed to the following: Burt Squires, Vice President of TechMIS LLC at 12208 Woodlands Circle, Dade City, FL 33525. Mr. Squires has both signature and negotiation authority for this response. Mr. Squires can be contacted at 717-324-1342 or via email at [burt.squires@techmis.com](mailto:burt.squires@techmis.com).

Regards,



Steven Mains, PhD  
CEO & Managing Partner



Burton J. Squires  
Vice President & Partner



Harvey Glasgow  
Controller, FSO & Partner

**To:** Quarles, Michael[Quarles.Michael@epa.gov]  
**Cc:** Gosnell, Jody[Gosnell.Jody@epa.gov]; Lynn, Tricia[lynn.tricia@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]  
**From:** Dews, Donna  
**Sent:** Tue 12/5/2017 4:48:58 PM  
**Subject:** FW: Response to Sole Source Notification: 68HE0H18B0002  
EPA Media Support - News Analysis Service (68HE0H18B0002).pdf

Hi Michael

See below.

Please send a kind note after reviewing their capability statement as to **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5**

You can use your description off of your JOFOC as a starting point to support your reasoning.

Also send a note to:

Ben.kessler@meltwater.com  
armand@blueforcecommunications.com

I can forward the above individual emails (Ben and Armand) to see what they were requesting from you or you can just let them know this was just to inform them of your office's intent to **Deliberative Process / Ex. 5** It is up to you if you want to **Deliberative Process / Ex. 5**

**Per our phone conversation yesterday and our request via email, please get a quote from Definer's and a Capability Statement. I do not believe **Deliberative Process / Ex. 5** A quote – defines the items being purchased, the price per item, terms and conditions and an expiration date and the period of performance, instead of 1 year define as 12 months.**

Again, Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Burt Squires - TechMIS [mailto:burt.squires@techmis.com]  
**Sent:** Wednesday, November 29, 2017 11:48 AM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Subject:** Response to Sole Source Notification: 68HE0H18B0002  
**Importance:** High

29 November 2017

Donna Dews  
HPOD/US Environmental Protection Agency  
William Jefferson Clinton Building  
1200 Pennsylvania Avenue, N. W.  
Food and Water Watch v. EPA, No. 1:18-cv-01497 (D.D.C.); EPA-HQ-20178-002708

Dear Ms. Dews,

TechMIS LLC is submitting the following response to solicitation 68HE0H18B0002 posted on the FBO as a Sole Source Notification on 11/29/17. We have the capability to perform all functions described in this solicitation in house.

TechMIS, a Service-Disabled Veteran-Owned Small Business (SDVOSB), is a leader in media monitoring, knowledge management and systems engineering and has successfully provided high-level media monitoring and News Briefing support to the U.S. Department of Housing and Urban Development (HUD), U.S. Department of Labor (DOL), Immigration and Customs Enforcement (ICE), and U.S. General Services Administration (GSA). Our human-prepared News Briefing products directly serve nearly 50,000 government employees daily.

We request that the Government not award this contract without competition. Additionally, the Government can expedite the award to TechMIS via our newly-awarded GSA Schedule Contract (MOBIS Schedule 874-1) or by issuing a sole-source award to TechMIS as a Service Disabled Veteran-Owned Small Business (SDVOSB) under FAR 19.1406.

GSA Contract Number: GS-00F-215GA  
Contract Period: June 9, 2017 to June 8, 2022  
874-1: Integrated Consulting Services

Any and all questions about this response should be addressed to the following: Burt Squires, Vice President of TechMIS LLC at 12208 Woodlands Circle, Dade City, FL 33525. Mr. Squires has both signature and negotiation authority for this response. Mr. Squires can be contacted at 717-324-1342 or via email at [burt.squires@techmis.com](mailto:burt.squires@techmis.com).

Regards,



Steven Mains, PhD  
CEO & Managing Partner



Burton J. Squires  
Vice President & Partner



Harvey Glasgow  
Controller, FSO & Partner

**To:** Brown, Rayna[brown.rayna@epa.gov]  
**Cc:** Gosnell, Jody[Gosnell.Jody@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]  
**From:** Dews, Donna  
**Sent:** Thur 12/14/2017 6:28:19 PM  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC  
EAS Posting of Solicitations to FedConnect and FedBizOpps 7.24.14 final.pdf  
Creating Public Notice or Solicitations.pdf

Hi Rayna

Because I am honest person, Jody did give me these instructions but I got caught up in the push to get it out right-a-way. I still will make sure when doing an amendment the same process is followed. Thanks to everyone for their understanding. Again, my apologies.

I don't think we have bring Keith in on my apology.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 12:52 PM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Plater, Lottie <Plater.Lottie@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna,

I have attached the instructions for posting a "Special Notice" in EAS that I had and I was trying to find the direction that came out a while ago that requires us to post everything thru EAS. You may also want to take a look at Subpart 5.1 -- Dissemination of Information, 5.101 -- Methods of Disseminating Information for the requirements and what needs to be included or attached to the posting when soliciting from a single source. Hope this helps. Jody.

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

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**From:** Dews, Donna  
**Sent:** Tuesday, November 28, 2017 11:45 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Plater, Lottie <[Plater.Lottie@epa.gov](mailto:Plater.Lottie@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi

I will proceed with the notice for a sole source award to FBO and Fedconnect. Questions: Do you want me to go directly to FBO and do a description write-up and attach SOW? Or Does this action go directly into EAS? What direction can you provide? Thank you.

Donna

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 11:34 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Plater, Lottie <[Plater.Lottie@epa.gov](mailto:Plater.Lottie@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

The draft solicitation that you are referring to is not for this solicitation. The draft SOL was for you to use as a template for the CESSD re-compete with Brian Lobar. This one is with Nancy Graham and Tricia Lynn. Once Tricia made the changes to the SOW then we were going to post the Notice for a Sole Source Award to FedBizOpps and FedConnect. I had mentioned to you that we would go ahead and post the notice and during that time you could prepare the file for my review/approval. Please go ahead and post the notice to FedBizOpps and FedConnect. Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Dews, Donna  
**Sent:** Tuesday, November 28, 2017 9:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Plater, Lottie <[Plater.Lottie@epa.gov](mailto:Plater.Lottie@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody

The last time we met you were providing with a draft solicitation I could follow (you asked Tracey to give me a copy). Also, Michael was having a problem with getting access to the APP. I will print out final documents and put in the file before I give you the file for discussion. I will put the file in your inbox.

Thanks.  
Donna

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody



*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

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**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

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**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**

**Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Friday, November 17, 2017 8:32 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*

*Office: (202) 564-4353*

*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 16, 2017 1:43 PM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia

**Sent:** Thursday, November 16, 2017 1:38 PM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, they'll still be responding with a formal offer, correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

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**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6	<b>(mobile)</b>
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**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Stewart, Keith  
**Sent:** Mon 12/4/2017 9:03:31 PM  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

Hey Donna,

Did we get anything back from the notice? Are we ready for award?

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 9:04 AM  
**To:** Plater, Lottie <Plater.Lottie@epa.gov>  
**Cc:** Stewart, Keith <Stewart.Keith@epa.gov>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

FYI. See below.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

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**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies-

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., I received a cost breakdown and disclosure of cost in Statement of Work – I will find out from Manager if this is adequate instead of a quote which was originally the request

After I find out whether I can go ahead with the award I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether a request was ever submitted and/or received for an updated quote. However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the final SOW from Tricia (which we did) Donna would need to request an updated quote from the vendor based on that revised SOW. In addition, prior to that meeting when we originally met to discuss the SOW because the original quote we received was basically a capability statement and it did not reference any parts of that SOW, it was stated then that the vendor would need to provide an updated or revised quote based on the any changes in the SOW. Hopefully, Donna can shed some light on whether she has already received the revised quote or an expected date on when she will receive the revised quote. Hope this helps. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that donna has in fact received what she needs from the vendor – and that if we do not have other vendors who reply to the notice, we will be able to proceed with awarding the contract.

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right ..

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**



**Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

We still want to receive a quote from them to review their work and see that it meets our needs. We can do that, right?

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to send it to them. This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Typically we don't send it to them but since it is public record then if you want to you can. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Are we permitted to send to the potential contractor or will OAM do that?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 12:14 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 29, 2017 11:53 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 (mobile)

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 11:52 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management

HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**  
Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**  
Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, they'll still be responding with a formal offer, correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center

Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All



I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Stewart, Keith[Stewart.Keith@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** McLean, Sarsah[McLean.Sarsah@epa.gov]; Madison, Tommie[MADISON.TOMMIE@EPA.GOV]; Scott, Elaine[Scott.Elaine@epa.gov]  
**From:** Brown, Rayna  
**Sent:** Tue 12/19/2017 5:07:15 PM  
**Subject:** FYI >> CO just informed Definers Corp. of intent to issue a modification to cancel the award EP-18-H-000025

Hello all,

Please be advised, I have just spoke with Julia Cotrone with Definers Corp about an hour ago to provide a courtesy call that I will be issuing a unilateral modification to terminate for convenience (a full termination) the subject order pursuant to the GAO protests that was filed and stipulates the award must be cancelled. **Deliberative Process / Ex. 5** Under a termination of this nature, pursuant to FAR 52.212-4 (see below) the contractor may be entitled to certain incurred expenses prior to the termination or in association with the termination that **Deliberative Process / Ex. 5** I will coordinate with Michael accordingly for funding if needed. I have asked that Definers sign and return the modification just as a means of acknowledgement and her company is prepared/agrees to do so upon receipt today.

If you receive any communication from this vendor or any other interested party, please direct them to myself as the Contracting Officer of record from this point forward. Please call us if you have any questions or concerns.

Thank you and have a nice day! ☺

**FAR 52.212-4 Contract Terms and Conditions—Commercial Items.**

**(I) Termination for the Government's convenience.** The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

Kind regards,

Rayna Brown  
Service Center Manager  
U.S. Environmental Protection Agency (U.S. EPA)  
OAM/HPOD/PCSC  
(202) 564.6025 Office

**To:** Donna Dews[aspirebywhynot@gmail.com]; Brown, Rayna[brown.rayna@epa.gov]  
**From:** Stewart, Keith  
**Sent:** Tue 12/12/2017 10:27:26 PM  
**Subject:** RE:

Thanks Donna

I am actually looking the amended special notice that was posted. I have a contractor asking it.

-----Original Message-----

From: Donna Dews [mailto:Personal Email / Ex. 6]  
Sent: Tuesday, December 12, 2017 3:27 PM  
To: Brown, Rayna <brown.rayna@epa.gov>; Stewart, Keith <Stewart.Keith@epa.gov>  
Subject:

Rayna

**Personal Matters / Ex. 6**

My personal email is Personal Email / Ex. 6 I checked my email and I had not gotten an email from Definers. As I said in my personal email, we were waiting on Definers to send a service start date and amended quote. There was nothing in my work mail to indicate they had amended their quote. Sorry for any inconvenience. I will get file to Keith and all who want to see it tomorrow when I return to the office and follow up with Julia Coltrone at Definers.

Thank you.

Donna Dews

**To:** Ben Kessler[ben.kessler@meltwater.com]  
**Cc:** Kusal de Silva[kusal.desilva@meltwater.com]; Plater, Lottie[Plater.Lottie@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 12/11/2017 6:29:31 PM  
**Subject:** RE: Media Support/News analysis service -68HE0H18B0002 - Sole Source Notice

Ben

Per our conversation, I was able to bring the amended pre-solicitation/notice of intent to sole source hours ago in our system, I am sorry you are unable to access. As I informed you, I am about to go into a meeting and I will send the amended notice to intent to sole source to you after my meeting with the JOFOC.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Ben Kessler [mailto:ben.kessler@meltwater.com]  
**Sent:** Monday, December 11, 2017 1:22 PM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Kusal de Silva <kusal.desilva@meltwater.com>; Plater, Lottie <Plater.Lottie@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>  
**Subject:** Re: Media Support/News analysis service -68HE0H18B0002 - Sole Source Notice

Ms. Dews,

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I was not aware you had re-submitted/amended the Intent to Sole Source as I never received a response from you on my 2 voicemails, 3 emails, and messages I left for you at the main OAM desk.

I also just ran a search on FedConnect and FBO and your website, and do not see any form of re-submission or amendment.

Please advise ASAP, or please provide me with the Justification that you have attached, along with where I may be able to find it publically.

Thank you for addressing.

Best,  
Ben

**BEN KESSLER**  
Head of Government Solutions | Washington, D.C.  
T: +1 202 552 3280 | M: Personal Phone / Ex. 6  
[Ben.Kessler@meltwater.com](mailto:Ben.Kessler@meltwater.com) | [www.meltwater.com](http://www.meltwater.com)

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**Sent:** Friday, December 08, 2017 12:00 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Kusal de Silva <[kusal.desilva@meltwater.com](mailto:kusal.desilva@meltwater.com)>  
**Subject:** Re: Media Support/News analysis service -68HE0H18B0002 - Sole Source Notice  
**Importance:** High

Ms. Dews,

Have you received my notes or voicemails?

Ben

## **BEN KESSLER**

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T: +1 202 552 3280 | M: Personal Phone / Ex. 6  
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On Dec 4, 2017, at 11:27 AM, Ben Kessler <[ben.kessler@meltwater.com](mailto:ben.kessler@meltwater.com)> wrote:

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Good Morning.

I called and left a voicemail on Friday to follow up my below email, and also called OARM and OAM main lines to see if I had the right number.

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Ms. Dews,

Hope you are well. My name is Ben Kessler, I'm the Head of Government Solutions at the Media Intelligence firm, Meltwater.

I was notified of the subject-referenced Sole Source Notice to award a contract to Definers Corp and wanted to reach out.

I am trying to find more information on FBO and/or FedConnect related to the requirements and Sole Source Justification but cannot find anything.

Meltwater is a Media Intelligence and News Analysis company, so we believe we may be able to support this requirement as an alternative source and that the Government should therefore compete this requirement.

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- SOW / PWS that is being supported by this contract
- Sole Source Justification
- Intended Contract Award Amount
- Any other information pertinent towards what you need to see from Meltwater should we choose to prove ourselves as a Potential Source for this requirement

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Best,  
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**Cc:** Kusal de Silva[kusal.desilva@meltwater.com]; Plater, Lottie[Plater.Lottie@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 12/11/2017 5:08:59 PM  
**Subject:** RE: Media Support/News analysis service -68HE0H18B0002 - Sole Source Notice

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Office of Acquisition Management  
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Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Ben Kessler [mailto:ben.kessler@meltwater.com]  
**Sent:** Friday, December 08, 2017 12:00 PM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Kusal de Silva <kusal.desilva@meltwater.com>  
**Subject:** Re: Media Support/News analysis service -68HE0H18B0002 - Sole Source Notice  
**Importance:** High

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**To:** Dews, Donna[Dews.Donna@epa.gov]  
**From:** Ben Kessler  
**Sent:** Mon 12/11/2017 6:43:14 PM  
**Subject:** Re: Media Support/News analysis service -68HE0H18B0002 - Sole Source Notice

Ms. Dews,  
Thank you for getting back.

As per our phone conversation, a search on FedConnect for “Media” or “news analysis” or 68HE0H18B0002 returns only the original Sole Source Notice with no further information.

A search on [FBO.gov](http://FBO.gov) returns no results.

If you could kindly provide the re-issued or amended Notice of Intent to Sole Source (with the JOFOC) at your earliest convenience, and where we could have accessed this, that would be much appreciated.

As your email indicated, time is of the essence, and given that we were never informed of this re-issuance, I am hoping to understand where we could have looked for this/where it was made publically available.

Thank you,

## BEN KESSLER

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I am trying to find more information on FBO and/or FedConnect related to the requirements and Sole Source Justification but cannot find anything.



Meltwater is a Media Intelligence and News Analysis company, so we believe we may be able to support this requirement as an alternative source and that the Government should therefore compete this requirement.

That said, I do not have enough information from what was made publically available via FBO and/or FedConnect.

Could you kindly send me over the following:

- SOW / PWS that is being supported by this contract
- Sole Source Justification
- Intended Contract Award Amount
- Any other information pertinent towards what you need to see from Meltwater should we choose to prove ourselves as a Potential Source for this requirement

Thanks for your prompt response to this matter, and please do not hesitate to call me with any questions!

Best,  
Ben

**BEN KESSLER**

Head of Government Solutions | Washington, D.C.

T: +1 202 552 3280 | M: Personal Phone / Ex. 6

[Ben.Kessler@meltwater.com](mailto:Ben.Kessler@meltwater.com) | [www.meltwater.com](http://www.meltwater.com)

Meltwater – billions of online conversations, freshly filtered.

<image001.png>

The information contained in this email may be confidential. It has been sent for the sole use of the intended recipient(s). If the reader of this email is not an intended recipient, you are hereby notified that any unauthorized review, use, disclosure, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this email in error, please notify the sender immediately and destroy all copies of the message.

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**To:** Stewart, Keith[Stewart.Keith@epa.gov]  
**Cc:** Dews, Donna[Dews.Donna@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Scott, Elaine[Scott.Elaine@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]  
**From:** Quarles, Michael  
**Sent:** Thur 12/7/2017 6:53:13 PM  
**Subject:** RE: New Analysis and Media Support

I am still completing the updated SOW will push it out shortly. Thank you to everyone who is assisting.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

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**Subject:** Re: New Analysis and Media Support

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**Subject:** Re: New Analysis and Media Support

Ok thanks for update. We may need to Deliberative Process / Ex. 5

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Hi Stewart

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<b>Deliberative Process / Ex. 5</b>	Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

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**Subject:** New Analysis and Media Support

Donna,

At 12 noon tomorrow, you should have received both the contractors proposal and any additional qualification statement from your Sole Source Notice. I need you to send the results to Michael Quarles immediately and complete the contract award. If for some reason that it doesn't get processed before you leave, please inform both Rayna and Elaine so we can have someone complete it from where you left off.

Michael,

If you receive additional qualification statements you have to turn them around immediately. We will need a statement as to why the contractor can or cannot do meet the governments need under this requirement. We cannot move forward without documentation in the file.

Rayna and Elaine,

I made a commitment to the program that we would have this awarded by Friday and I have full faith that it will be completed. If for some reason it cannot be completed by Friday, I need to know immediately. I will be the one to notifying Nancy Granthem, she need to hear from me since I made the commitment.

Keith Stewart, Division Director  
Phone: 202-564-1286  
Cell: **Personal Phone / Ex. 6**  
email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)

**To:** Scott, Elaine[Scott.Elaine@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Plater, Lottie[Plater.Lottie@epa.gov]  
**From:** Wilson, Jessica  
**Sent:** Thur 12/7/2017 4:28:30 PM  
**Subject:** RE: New Analysis and Media Support

All-Myself, Michael Quarles and Donna Dews just wrapped up a quick call.

All are on board and we will have a signed award no later than 3pm today.

*Jessica V. Wilson*  
**Contracting Officer**

**U.S. Environmental Protection Agency**  
**OARM/OAM/HPOD/PCSC**  
Ronald Reagan Building #61178  
1200 Pennsylvania Ave. NW Mail Code: 3803R  
Washington, DC 20460  
Phone: 202-564-2504  
E-mail: [wilson.jessica@epa.gov](mailto:wilson.jessica@epa.gov)

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**To:** Wilson, Jessica <[Wilson.Jessica@epa.gov](mailto:Wilson.Jessica@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Stewart, Keith <[Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)>  
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I appreciate you Jessica and Donna!!

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Understood, we will process this action today!

*Jessica V. Wilson*  
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**Subject:** RE: New Analysis and Media Support

Hi Jessica,

Keith needs this to be awarded today. No status update is needed but to say, It's been awarded at this point. This is very low hanging fruit for us. Keith has guaranteed it being awarded today.

I appreciate everyone's effort on this.

Thanks,

Elaine

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**Subject:** RE: New Analysis and Media Support

Hi

Thanks Jessica. I am back at my desk.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
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**Subject:** RE: New Analysis and Media Support

Good Morning All Donna and I are working closely on this action.

We will provide a status update no later than 4pm today.

Kind regards,

*Jessica V. Wilson*  
**Contracting Officer**

**U.S. Environmental Protection Agency**

**OARM/OAM/HPOD/PCSC**

Ronald Reagan Building #61178  
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I let Donna know yesterday that we Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Have a great day,

Michael G. Quarles  
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Office of Administrative and Executive Services  
US Environmental Protection Agency  
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US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
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Keith Stewart, Division Director

Phone: 202-564-1286

Cell: Personal Phone / Ex. 6

email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)



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**Sent:** Thur 12/7/2017 3:27:52 PM  
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Deliberative Process / Ex. 5 The vendor will be sending the updated quote to Donna and myself shortly.

Have a great day,

Michael G. Quarles

Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
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Contract Specialist

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**Cc:** Scott, Elaine <[Scott.Elaine@epa.gov](mailto:Scott.Elaine@epa.gov)>; Wilson, Jessica <[Wilson.Jessica@epa.gov](mailto:Wilson.Jessica@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** New Analysis and Media Support

Donna,

At 12 noon tomorrow, you should have received both the contractors proposal and any additional qualification statement from your Sole Source Notice. I need you to send the results to Michael Quarles immediately and complete the contract award. If for some reason that it doesn't get processed before you leave, please inform both Rayna and Elaine so we can have someone complete it from where you left off.

Michael,

If you receive additional qualification statements you have to turn them around immediately. We will need a statement as to why the contractor can or cannot do meet the governments need under this requirement. We cannot move forward without documentation in the file.

Rayna and Elaine,

I made a commitment to the program that we would have this awarded by Friday and I have full faith that it will be completed. If for some reason it cannot be completed by Friday, I need to know immediately. I will be the one to notifying Nancy Granthem, she need to hear from me since I made the commitment.

Keith Stewart, Division Director  
Phone: 202-564-1286  
Cell: Personal Phone / Ex. 6  
email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)

**To:** Scott, Elaine[Scott.Elaine@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Plater, Lottie[Plater.Lottie@epa.gov]  
**From:** Wilson, Jessica  
**Sent:** Thur 12/7/2017 3:22:11 PM  
**Subject:** RE: New Analysis and Media Support

Understood, we will process this action today!

*Jessica V. Wilson*  
**Contracting Officer**

**U.S. Environmental Protection Agency**  
**OARM/OAM/HPOD/PCSC**  
Ronald Reagan Building #61178  
1200 Pennsylvania Ave. NW Mail Code: 3803R  
Washington, DC 20460  
Phone: 202-564-2504  
E-mail: [wilson.jessica@epa.gov](mailto:wilson.jessica@epa.gov)

---

**From:** Scott, Elaine  
**Sent:** Thursday, December 07, 2017 10:20 AM  
**To:** Dews, Donna <Dews.Donna@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Stewart, Keith <Stewart.Keith@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Plater, Lottie <Plater.Lottie@epa.gov>  
**Subject:** RE: New Analysis and Media Support

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Keith needs this to be awarded today. No status update is needed but to say, It’s been awarded at this point. This is very low hanging fruit for us. Keith has guaranteed it being awarded today.

I appreciate everyone’s effort on this.

Thanks,

Elaine

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**To:** Wilson, Jessica <[Wilson.Jessica@epa.gov](mailto:Wilson.Jessica@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Stewart, Keith <[Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)>  
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**Subject:** RE: New Analysis and Media Support

Hi

Thanks Jessica. I am back at my desk.

Donna Dews  
Contract Specialist

US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
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<b>Deliberative Process / Ex. 5</b>
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Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

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Ok thanks for update. We may need to **Deliberative Process / Ex. 5**

Sent from my iPhone

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Donna Dews  
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**Deliberative Process / Ex. 5**

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Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
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Michael G. Quarles  
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**From:** Quarles, Michael  
**Sent:** Thur 12/7/2017 3:02:49 PM  
**Subject:** RE: New Analysis and Media Support

My apologies for overstepping. Just trying to assist in any way.

Have a great day,

Michael G. Quarles  
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**Subject:** RE: New Analysis and Media Support

Hey Keith,

Donna is in my office now. I was just telling her the same thing.

Hi Michael,

You should not be talking to the vendor regarding this. Only a Contracting Officer has that authority. If funding is not available, you will need to streamline your SOW. We will send it back to the vendor for a revised technical proposal and cost estimate. Please do not contact the vendor.

Thanks,

Elaine

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**Sent:** Thursday, December 07, 2017 8:44 AM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Subject:** Re: New Analysis and Media Support

Ok thanks for update. 

Deliberative Process / Ex. 5

Sent from my iPhone  
On Dec 7, 2017, at 8:42 AM, Dews, Donna <Dews.Donna@epa.gov> wrote:

Hi Stewart

The current standing is the contractor

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Thank you.



Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Stewart, Keith  
**Sent:** Wednesday, December 06, 2017 5:46 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Cc:** Scott, Elaine <[Scott.Elaine@epa.gov](mailto:Scott.Elaine@epa.gov)>; Wilson, Jessica <[Wilson.Jessica@epa.gov](mailto:Wilson.Jessica@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** New Analysis and Media Support

Donna,

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Keith Stewart, Division Director  
Phone: 202-564-1286  
Cell: Deliberative Process / Ex. 5  
email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)

**To:** Stewart, Keith[Stewart.Keith@epa.gov]  
**Cc:** Dews, Donna[Dews.Donna@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Scott, Elaine[Scott.Elaine@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]  
**From:** Quarles, Michael  
**Sent:** Thur 12/7/2017 2:34:09 PM  
**Subject:** RE: New Analysis and Media Support

Hi Keith,

I let Donna know yesterday that we would **Deliberative Process / Ex. 5** and I would work with the vendor to make sure the service for the original price would meet program needs. The vendor will be sending the updated quote to Donna and myself shortly.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Stewart, Keith  
**Sent:** Thursday, December 07, 2017 8:48 AM  
**To:** Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>  
**Subject:** Re: New Analysis and Media Support

Micheal

That is an acquisition function. You need to be working with your CO/CS. Trying to keep you straight.

Sent from my iPhone  
On Dec 7, 2017, at 8:46 AM, Quarles, Michael <Quarles.Michael@epa.gov> wrote:

Keith,

**Deliberative Process / Ex. 5** Will have all updates here this morning.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
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**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** Re: New Analysis and Media Support

Ok thanks for update.

**Deliberative Process / Ex. 5**

Sent from my iPhone

On Dec 7, 2017, at 8:42 AM, Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)> wrote:

Hi Stewart

The current standing is the contractor

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

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**From:** Stewart, Keith

**Sent:** Wednesday, December 06, 2017 5:46 PM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Cc:** Scott, Elaine <[Scott.Elaine@epa.gov](mailto:Scott.Elaine@epa.gov)>; Wilson, Jessica <[Wilson.Jessica@epa.gov](mailto:Wilson.Jessica@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** New Analysis and Media Support

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Michael,

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Keith Stewart, Division Director  
Phone: 202-564-1286  
Cell: **Personal Phone / Ex. 6**  
email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)



**To:** Quarles, Michael[Quarles.Michael@epa.gov]  
**Cc:** Dews, Donna[Dews.Donna@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Scott, Elaine[Scott.Elaine@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]  
**From:** Stewart, Keith  
**Sent:** Thur 12/7/2017 1:48:08 PM  
**Subject:** Re: New Analysis and Media Support

Micheal

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Sent from my iPhone

On Dec 7, 2017, at 8:46 AM, Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)> wrote:

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**Subject:** New Analysis and Media Support

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Keith Stewart, Division Director

Phone: 202-564-1286

Cell: Deliberative Process / Ex. 5

email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)

**To:** Stewart, Keith[Stewart.Keith@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]  
**From:** Scott, Elaine  
**Sent:** Thur 12/7/2017 1:47:10 PM  
**Subject:** RE: New Analysis and Media Support

Hey Keith,

Donna is in my office now. I was just telling her the same thing.

Hi Michael,

You should not be talking to the vendor regarding this. Only a Contracting Officer has that authority. If funding is not available, you will need to streamline your SOW. We will send it back to the vendor for a revised technical proposal and cost estimate. Please do not contact the vendor.

Thanks,

Elaine

---

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**Sent:** Thursday, December 07, 2017 8:44 AM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Subject:** Re: New Analysis and Media Support

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Office of Acquisition Management  
HPOD/Program Contract Service Center  
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Keith Stewart, Division Director

Phone: 202-564-1286

Cell: Personal Phone / Ex. 6

email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)



**To:** Stewart, Keith[Stewart.Keith@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Scott, Elaine[Scott.Elaine@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]  
**From:** Quarles, Michael  
**Sent:** Thur 12/7/2017 1:46:40 PM  
**Subject:** RE: New Analysis and Media Support

Keith,

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Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
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Mail Code 6202A  
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HPOD/Program Contract Service Center  
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[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

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**Cc:** Scott, Elaine <[Scott.Elaine@epa.gov](mailto:Scott.Elaine@epa.gov)>; Wilson, Jessica <[Wilson.Jessica@epa.gov](mailto:Wilson.Jessica@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
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Cell: Personal Phone / Ex. 6

email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)

**To:** Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Scott, Elaine[Scott.Elaine@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]  
**From:** Stewart, Keith  
**Sent:** Thur 12/7/2017 1:44:22 PM  
**Subject:** Re: New Analysis and Media Support

Ok thanks for update. **Deliberative Process / Ex. 5**

Sent from my iPhone

On Dec 7, 2017, at 8:42 AM, Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)> wrote:

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**Deliberative Process / Ex. 5**

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US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
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Keith Stewart, Division Director

Phone: 202-564-1286

Cell: Personal Phone / Ex. 6

email: [Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)

**To:** Julia Cotrone[jcotrone@definerscorp.com]  
**Cc:** jpounder@definerscorp.com[jpounder@definerscorp.com]; Dews, Donna[Dews.Donna@epa.gov]; Scott Cotter[scotter@definerscorp.com]  
**From:** Brown, Rayna  
**Sent:** Wed 12/20/2017 3:45:41 AM  
**Subject:** RE: PO\_EP18H000025\_1\_HQ [URGENT]  
EPA Definers Page 2 signed.pdf

Hello Julia,

Thank you for your prompt response and returning the signed subject modification. In terms of additional steps necessary to officially end the process will involve whether or not Definers Corp wants to assert its rights under FAR 52.212-4 (I) terms and conditions—see an excerpt of the applicable clause language below. If Definers Corp is seeking, as a matter of its right, the payment of money arising under or relating to this purchase order and termination, then please submit in writing to me as the Contracting Officer with a level of detail consistent with the FAR 52.212-4 and sufficient for a Contracting Officer to determine that the costs were fair, reasonable, allowable, allocable and the facts justify the requested recovery of costs in a termination settlement (e.g. demonstrates that all reasonable steps were taken to minimize the incurrence of costs allocable to the work covered by the order). A final bilateral modification will be issued to definitize this aspect of the termination even if Definers Corp indicates that no costs will be claimed under the order and/or pursuant to the termination.

Please notify me of Definer Corp's intent regarding this matter and the Government will act accordingly. Please let me know if you have any additional questions. Thank you kindly and have a great day!

**FAR 52.212-4 Contract Terms and Conditions—Commercial Items.**

**(I) Termination for the Government's convenience.** The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, **the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination.** The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. **The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.**

Kind regards,

Rayna Brown  
Service Center Manager, Contracting Officer  
U.S. Environmental Protection Agency (U.S. EPA)  
OAM/HPOD/PCSC

**From:** Julia Cotrone [mailto:jcotrone@definerscorp.com]  
**Sent:** Tuesday, December 19, 2017 7:09 PM  
**To:** Brown, Rayna <brown.rayna@epa.gov>  
**Cc:** jpounder@definerscorp.com; Dews, Donna <Dews.Donna@epa.gov>; Scott Cotter <scotter@definerscorp.com>  
**Subject:** Re: PO\_EP18H000025\_1\_HQ [URGENT]

Attached is signed copy of PO\_EP18H000025\_1\_HQ (7 pages). See page 2 for signature as requested. Please let us know if there are any additional steps we need to take on our end to complete this process. Otherwise please let us know when this process is 100% completed.

Thank you!

On Tue, Dec 19, 2017 at 4:47 PM, Julia Cotrone <jcotrone@definerscorp.com> wrote:  
Received

On Tue, Dec 19, 2017 at 3:45 PM, Brown, Rayna <brown.rayna@epa.gov> wrote:  
**Contractor:** Definers Corp

**Purchase Order No.:** EP-18-H-000025  
**Purchase Order Modification No.:** P00001  
**Purchase Order Title:** News Analysis Service

**Subject:** Unilateral Modification No. P00001

Please find attached modification P00001 to purchase order no. EP-18-H-000025 in order to cancel/terminate this order in its entirety via a Termination for the Government's Convenience effective December 19, 2017 and per the Contracting Officer's (CO's) conversation with Julia Cotrone with Definers Corp this morning. The Contractor shall immediately acknowledge receipt of this modification via email (please **DO NOT** include Group DDC-Customer) upon receipt of this email and correspondence and provide the signed page 2 of 7 to [brown.rayna@epa.gov](mailto:brown.rayna@epa.gov) and [dews.donna@epa.gov](mailto:dews.donna@epa.gov) within two (2) business days. Let me know if you have any questions.

Thank you and have a nice day! ☺

Kind regards,

Rayna Brown  
Service Center Manager, Contracting Officer  
U.S. Environmental Protection Agency (U.S. EPA)  
OAM/HPOD/PCSC

--

**Julia Cotrone**

O: [571.290.5461](tel:571.290.5461) | C: Personal Phone / Ex. 6

--

**Julia Cotrone**

O: [571.290.5461](tel:571.290.5461) | C: Personal Phone / Ex. 6

Message

---

**From:** Julia Cotrone [jcotrone@definerscorp.com]  
**Sent:** 12/20/2017 12:08:34 AM  
**To:** Brown, Rayna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4fbceecd71da4930b2f0aa5e247b46b1-Brown, Rayna]  
**CC:** jpounder@definerscorp.com; Dews, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8cd99df2c6fe486496b3b06eaa87f987-Dews, Donna]; Scott Cotter [scotter@definerscorp.com]  
**Subject:** Re: PO\_EP18H000025\_1\_HQ [URGENT]  
**Attachments:** EPA Definers Page 2 signed.pdf

Attached is signed copy of PO\_EP18H000025\_1\_HQ (7 pages). See page 2 for signature as requested. Please let us know if there are any additional steps we need to take on our end to complete this process. Otherwise please let us know when this process is 100% completed.

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Received

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**Contractor:** Definers Corp

**Purchase Order No.:** EP-18-H-000025

**Purchase Order Modification No.:** P00001

**Purchase Order Title:** News Analysis Service

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Thank you and have a nice day! ☺

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

--

**Julia Cotrone**

O: 571.290.5461 | C: Personal Phone / Ex. 6

--

**Julia Cotrone**

O: 571.290.5461 | C: Personal Phone / Ex. 6



**To:** Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Gosnell, Jody[Gosnell.Jody@epa.gov]; Lynn, Tricia[lynn.tricia@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]  
**From:** Quarles, Michael  
**Sent:** Wed 12/6/2017 2:40:06 PM  
**Subject:** RE: Response to Sole Source Notification: 68HE0H18B0002

Hello Donna,

Please see our statement below regarding the capabilities of TechMIS for our contract. Let me know if you need anything else.

Definers offers a customizable and proprietary Console which brings together cutting-edge technology and human analysis to provide real-time actionable intelligence based on the most relevant information. Definers also offers War Room Services which allows them to function in real time to identify and react immediately to opportunities arising out of the news cycle and to flag potential challenges and crises before they escalate. Finally, Definers offers best practices from political and issue campaigns as well as private sector disputes. They have analysts from diverse backgrounds to cover a wide array of sectors. TechMIS albeit a new clips company does not reach the level of capable services we requires in this contract.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Dews, Donna  
**Sent:** Tuesday, December 05, 2017 11:49 AM  
**To:** Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Stewart, Keith <Stewart.Keith@epa.gov>  
**Subject:** FW: Response to Sole Source Notification: 68HE0H18B0002  
**Importance:** High

Hi Michael

See below.

Please send a kind note after reviewing their capability statement as to why you are doing a Sole Source for your Media Support and Analysis and copy me for our contract documentation records so we can avoid possible a protest.

You can use your description off of your JOFOC as a starting point to support your reasoning.

Also send a note to:

[Ben.kessler@meltwater.com](mailto:Ben.kessler@meltwater.com)  
[armand@blueforcecommunications.com](mailto:armand@blueforcecommunications.com)

I can forward the above individual emails (Ben and Armand) to see what they were requesting from you or you can just let them know this was just to inform them of your office's intent to sole source, since no capability statement was sent. It is up to you if you want to send them the finalized SOW.

**Per our phone conversation yesterday and our request via email, please get a quote from Definer's and a Capability Statement.**

<b>Deliberative Process / Ex. 5</b>	ines the items being purchased, instead of 1 year define as 12
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Again, Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Burt Squires - TechMIS [<mailto:burt.squires@techmis.com>]  
**Sent:** Wednesday, November 29, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Subject:** Response to Sole Source Notification: 68HE0H18B0002  
**Importance:** High

29 November 2017

Donna Dews  
HPOD/US Environmental Protection Agency  
William Jefferson Clinton Building  
1200 Pennsylvania Avenue, N. W.  
Mail Code: 3803R  
Washington, DC 20460

Dear Ms. Dews,

TechMIS LLC is submitting the following response to solicitation 68HE0H18B0002 posted on the FBO as a Sole Source Notification on 11/29/17. We have the capability to perform all functions described in this solicitation in house.

TechMIS, a Service-Disabled Veteran-Owned Small Business (SDVOSB), is a leader in media monitoring, knowledge management and systems engineering and has successfully provided high-level media monitoring and News Briefing support to the U.S. Department of Housing and Urban Development (HUD), U.S. Department of Labor (DOL), Immigration and Customs Enforcement (ICE), and U.S. General Services Administration (GSA). Our human-prepared News Briefing products directly serve nearly 50,000 government employees daily.

We request that the Government not award this contract without competition. Additionally, the Government can expedite the award to TechMIS via our newly-awarded GSA Schedule Contract (MOBIS Schedule 874-1) or by issuing a sole-source award to TechMIS as a Service Disabled Veteran-Owned Small Business (SDVOSB) under FAR 19.1406.

GSA Contract Number: GS-00F-215GA  
Contract Period: June 9, 2017 to June 8, 2022  
874-1: Integrated Consulting Services

Any and all questions about this response should be addressed to the following: Burt Squires, Vice President of TechMIS LLC at 12208 Woodlands Circle, Dade City, FL 33525. Mr. Squires has both signature and negotiation authority for this response. Mr. Squires can be contacted at 717-324-1342 or via email at [burt.squires@techmis.com](mailto:burt.squires@techmis.com).

Regards,



Steven Mains, PhD  
CEO & Managing Partner



Burton J. Squires  
Vice President & Partner



Harvey Glasgow  
Controller, FSO & Partner

**Cc:** Gosnell, Jody[Gosnell.Jody@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]  
**To:** Dews, Donna[Dews.Donna@epa.gov]  
**From:** Brown, Rayna  
**Sent:** Thur 12/14/2017 7:59:18 PM  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Hey Donna,

Thanks and I appreciate your contributions, including staying past your departing time, to make the award happen. A great display of team work along side your team mates!!! Smiles

Kind regards,

Rayna Brown  
Service Center Manager  
U.S. Environmental Protection Agency (U.S. EPA)  
OAM/HPOD/PCSC  
(202) 564.6025 Office

On Dec 14, 2017, at 1:28 PM, Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)> wrote:

Hi Rayna

Because I am honest person, Jody did give me these instructions but I got caught up in the push to get it out right-a-way. I still will make sure when doing an amendment the same process is followed. Thanks to everyone for their understanding. Again, my apologies.

I don't think we have bring Keith in on my apology.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

From: Gosnell, Jody  
Sent: Tuesday, November 28, 2017 12:52 PM  
To: Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
Cc: Plater, Lottie <[Plater.Lottie@epa.gov](mailto:Plater.Lottie@epa.gov)>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna,

I have attached the instructions for posting a "Special Notice" in EAS that I had and I was trying to find the direction that came out a while ago that requires us to post everything thru EAS. You may also want to take a look at Subpart 5.1 -- Dissemination of Information, 5.101 -- Methods of Disseminating Information for the requirements and what needs to be included or attached to the posting when soliciting from a single source. Hope this helps. Jody.



a copy). Also, Michael was having a problem with getting access to the APP. I will print out final documents and put in the file before I give you the file for discussion. I will put the file in your inbox.

Thanks.  
Donna

From: Gosnell, Jody  
Sent: Monday, November 27, 2017 3:23 PM  
To: Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)<<mailto:Grantham.Nancy@epa.gov>>>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)<<mailto:Dews.Donna@epa.gov>>>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)<<mailto:gosnell.jody@epa.gov>>

From: Grantham, Nancy  
Sent: Wednesday, November 22, 2017 10:34 AM  
To: Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)<<mailto:Gosnell.Jody@epa.gov>>>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)<<mailto:Dews.Donna@epa.gov>>>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  

Personal Phone / Ex. 6

 (mobile)

From: Gosnell, Jody  
Sent: Wednesday, November 22, 2017 10:09 AM  
To: Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)<<mailto:Grantham.Nancy@epa.gov>>>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)<<mailto:Dews.Donna@epa.gov>>>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27th so it should be posted on the 27th. Jody

Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)<<mailto:gosnell.jody@epa.gov>>

From: Grantham, Nancy  
Sent: Tuesday, November 21, 2017 4:50 PM  
To: Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)<<mailto:Gosnell.Jody@epa.gov>>>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)<<mailto:Dews.Donna@epa.gov>>>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  

Personal Phone / Ex. 6

 (mobile)

From: Gosnell, Jody  
Sent: Friday, November 17, 2017 8:32 AM  
To: Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)<<mailto:Grantham.Nancy@epa.gov>>>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)<<mailto:Dews.Donna@epa.gov>>>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)<<mailto:gosnell.jody@epa.gov>>

From: Grantham, Nancy  
Sent: Thursday, November 16, 2017 1:43 PM  
To: Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)<<mailto:Dews.Donna@epa.gov>>>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>; Gosnell, Jody

<Gosnell.Jody@epa.gov<mailto:Gosnell.Jody@epa.gov>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  

Personal Phone / Ex. 6

 (mobile)

From: Lynn, Tricia  
Sent: Thursday, November 16, 2017 1:38 PM  
To: Dews, Donna <Dews.Donna@epa.gov<mailto:Dews.Donna@epa.gov>>; Quarles, Michael <Quarles.Michael@epa.gov<mailto:Quarles.Michael@epa.gov>>; Gosnell, Jody <Gosnell.Jody@epa.gov<mailto:Gosnell.Jody@epa.gov>>  
Cc: Grantham, Nancy <Grantham.Nancy@epa.gov<mailto:Grantham.Nancy@epa.gov>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, they'll still be responding with a formal offer, correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

From: Dews, Donna  
Sent: Thursday, November 16, 2017 1:28 PM  
To: Lynn, Tricia <lynn.tricia@epa.gov<mailto:lynn.tricia@epa.gov>>; Quarles, Michael <Quarles.Michael@epa.gov<mailto:Quarles.Michael@epa.gov>>; Gosnell, Jody <Gosnell.Jody@epa.gov<mailto:Gosnell.Jody@epa.gov>>  
Cc: Grantham, Nancy <Grantham.Nancy@epa.gov<mailto:Grantham.Nancy@epa.gov>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
Importance: High

Hi All

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management



HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)<<mailto:Dews.donna@epa.gov>>

From: Lynn, Tricia  
Sent: Monday, November 13, 2017 11:48 AM  
To: Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)<<mailto:Dews.Donna@epa.gov>>>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)<<mailto:Gosnell.Jody@epa.gov>>>  
Cc: Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)<<mailto:Grantham.Nancy@epa.gov>>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

From: Dews, Donna  
Sent: Thursday, November 02, 2017 11:48 AM  
To: Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)<<mailto:Grantham.Nancy@epa.gov>>>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>  
Cc: Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)<<mailto:Gosnell.Jody@epa.gov>>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)<<mailto:Dews.donna@epa.gov>>

From: Quarles, Michael  
Sent: Thursday, November 02, 2017 11:44 AM  
To: Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)<<mailto:Grantham.Nancy@epa.gov>>>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)<<mailto:Dews.Donna@epa.gov>>>; Lynn, Tricia

<[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>

Cc: Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)<<mailto:Gosnell.Jody@epa.gov>>>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

From: Grantham, Nancy  
Sent: Thursday, November 02, 2017 9:31 AM  
To: Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)<<mailto:Dews.Donna@epa.gov>>>; Lynn, Tricia  
<[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>; Quarles, Michael  
<[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>  
Cc: Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)<<mailto:Gosnell.Jody@epa.gov>>>  
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  

Personal Phone / Ex. 6

 (mobile)

From: Dews, Donna  
Sent: Thursday, November 02, 2017 9:30 AM  
To: Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)<<mailto:lynn.tricia@epa.gov>>>; Quarles, Michael  
<[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)<<mailto:Quarles.Michael@epa.gov>>>; Grantham, Nancy  
<[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)<<mailto:Grantham.Nancy@epa.gov>>>  
Cc: Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)<<mailto:Gosnell.Jody@epa.gov>>>  
Subject: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)<<mailto:Dews.donna@epa.gov>>

<EAS Posting of Solicitations to FedConnect and FedBizOpps 7.24.14 final.pdf>

<Creating\_Public\_Notice\_or\_Solicitations.pdf>

**To:** Dews, Donna[Dews.Donna@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** Lynn, Tricia[lynn.tricia@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]  
**From:** Grantham, Nancy  
**Sent:** Tue 12/5/2017 4:06:03 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning,

Do we have an update on this time sensitive matter?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 1:43 PM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi

I have met with Rayna Brown, Manager and we will get back to as soon as possible regarding this award. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies- I did not ask for a capability statement but I believe your office would have to review this capability statement and decline before I proceed with award

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., I received a cost breakdown and disclosure of cost in Statement of Work – I will find out from Manager if this is adequate instead of a quote which was originally the request

After I find out whether I can go ahead with the award I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone  
On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**. However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** In addition, prior to that meeting when we originally met to discuss the SOW because

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** it was stated then that the vendor would need to provide an updated or revised quote based on the any changes in the SOW. Hopefully, Donna can shed some light on whether

**Deliberative Process / Ex. 5**

helps. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming 

<b>Deliberative Process / Ex. 5</b>
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<b>Deliberative Process / Ex. 5</b>
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 we will be able to proceed with  
awarding the contract.

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

<b>Personal Phone / Ex. 6</b>
-------------------------------

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

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**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need **Deliberative Process / Ex. 5**. This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. **Deliberative Process / Ex. 5** Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM



**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Friday, November 17, 2017 8:32 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 16, 2017 1:43 PM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Lynn, Tricia

**Sent:** Thursday, November 16, 2017 1:38 PM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

# Deliberative Process / Ex. 5

Thanks!

--Tricia

---

**From:** Dews, Donna

**Sent:** Thursday, November 16, 2017 1:28 PM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia

**Sent:** Monday, November 13, 2017 11:48 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 11:48 AM

**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia

<lynn.tricia@epa.gov>

**Cc:** Gosnell, Jody <Gosnell.Jody@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael

**Sent:** Thursday, November 02, 2017 11:44 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 02, 2017 9:31 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 9:30 AM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Stewart, Keith[Stewart.Keith@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Dews, Donna  
**Sent:** Tue 12/5/2017 11:36:20 AM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

Ok.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Stewart, Keith  
**Sent:** Monday, December 04, 2017 6:32 PM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks let talk tomorrow

Sent from my iPhone  
On Dec 4, 2017, at 4:16 PM, Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)> wrote:

Hi Keith

Yes we got some rebuttals via email and 1 email with a capability statement-we will send to program office once she lets me know. I met with Rayna this morning on how we can get this pre-award moved forward and she will be getting back to me. We did not get a quote from vendor, we got a cost breakdown and she was letting me know if this adequate documentation.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Stewart, Keith  
**Sent:** Monday, December 04, 2017 4:04 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

Hey Donna,



Did we get anything back from the notice? Are we ready for award?

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 9:04 AM  
**To:** Plater, Lottie <Plater.Lottie@epa.gov>  
**Cc:** Stewart, Keith <Stewart.Keith@epa.gov>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

FYI. See below.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies- I did not ask for a capability statement but I believe your office would have to review this capability statement and decline before I proceed with award

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., **I received a cost breakdown and disclosure of cost in Statement of Work** – I will find out from Manager if this is adequate instead of a quote which was originally the request

After I find out whether I can go ahead with the award I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone  
On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether a  
[Deliberative Process / Ex. 5] However, during the last meeting we  
had, you asked what the next steps were and one of the next steps mentioned was once we received the  
[Deliberative Process / Ex. 5] would need to request an updated quote from the vendor  
based on that revised SOW. In addition, prior to that meeting when we originally met to discuss the SOW  
because [Deliberative Process / Ex. 5]  
[Deliberative Process / Ex. 5] it was stated then that the vendor would need to provide an updated or revised quote  
based on the any changes in the SOW. Hopefully, Donna can shed some light on whether [Deliberative Process / Ex. 5]  
[Deliberative Process / Ex. 5] Hope this  
helps. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this –

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

we

will be able to proceed with awarding the contract.

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 (mobile)

---

**From:** Gosnell, Jody

**Sent:** Thursday, November 30, 2017 9:17 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 30, 2017 9:02 AM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right ..

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**

**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

**From:** Lynn, Tricia

**Sent:** Thursday, November 30, 2017 8:58 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

## Deliberative Process / Ex. 5

--Tricia

**From:** Gosnell, Jody

**Sent:** Thursday, November 30, 2017 8:56 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need **Deliberative Process / Ex. 5** This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor.

## Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5** Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

**From:** Grantham, Nancy

**Sent:** Thursday, November 30, 2017 8:29 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

or will OAM do that?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 12:14 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 29, 2017 11:53 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**

**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 11:52 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 7:50 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Monday, November 27, 2017 4:20 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
(mobile)**

Personal Phone / Ex. 6

---

**From:** Gosnell, Jody

**Sent:** Monday, November 27, 2017 3:23 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 22, 2017 10:34 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,



Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize. **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

Thanks!

--Tricia

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**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

## Deliberative Process / Ex. 5

Deliberative Process / Ex. 5  
Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center

Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Stewart, Keith  
**Sent:** Mon 12/4/2017 11:31:41 PM  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks let talk tomorrow

Sent from my iPhone

On Dec 4, 2017, at 4:16 PM, Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)> wrote:

Hi Keith

Yes we got some rebuttals via email and 1 email with a capability statement-we will send to program office once she lets me know. I met with Rayna this morning on how **Deliberative Process / Ex. 5** and she will be getting back to me. **Deliberative Process / Ex. 5** and she was letting me know if **Deliberative Process / Ex. 5**

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Stewart, Keith  
**Sent:** Monday, December 04, 2017 4:04 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

Hey Donna,

Did we get anything back from the notice? Are we ready for award?

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 9:04 AM  
**To:** Plater, Lottie <[Plater.Lottie@epa.gov](mailto:Plater.Lottie@epa.gov)>  
**Cc:** Stewart, Keith <[Stewart.Keith@epa.gov](mailto:Stewart.Keith@epa.gov)>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

FYI. See below.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Dews, Donna

**Sent:** Monday, December 04, 2017 8:50 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies-

**Deliberative Process / Ex. 5**

## **Deliberative Process / Ex. 5**

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., **I received a cost breakdown and disclosure of cost in Statement of Work** – I will find out from Manager if **Deliberative Process / Ex. 5** a

**Deliberative Process / Ex. 5**

After I find out whether **Deliberative Process / Ex. 5** I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy

**Sent:** Friday, December 01, 2017 6:53 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>

**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether Deliberative Process / Ex. 5

However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 In addition, prior to that meeting when we originally met to discuss the SOW

## Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 Hopefully, Donna can shed some light on whether Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 Hope this helps. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Friday, December 01, 2017 9:50 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that Deliberative Process / Ex. 5

## Deliberative Process / Ex. 5

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Thursday, November 30, 2017 9:17 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>



**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to Deliberative Process / Ex. 5 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Deliberative Process / Ex. 5 or will OAM do that?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 3:28 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Tuesday, November 28, 2017 7:51 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 7:50 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Monday, November 27, 2017 4:20 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna

<Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Monday, November 27, 2017 3:23 PM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 22, 2017 10:34 AM

**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Wednesday, November 22, 2017 10:09 AM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, **Deliberative Process / Ex. 5** correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

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**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager

Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)



**To:** Stewart, Keith[Stewart.Keith@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 12/4/2017 9:16:12 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Keith

Yes we got some rebuttals via email and 1 email with a capability statement-we will send to program office once she lets me know. I met with Rayna this morning on how **Deliberative Process / Ex. 5** and she will be getting back to me. **Deliberative Process / Ex. 5** and she was letting me know if **Deliberative Process / Ex. 5**

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Stewart, Keith  
**Sent:** Monday, December 04, 2017 4:04 PM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

Hey Donna,

Did we get anything back from the notice? Are we ready for award?

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 9:04 AM  
**To:** Plater, Lottie <Plater.Lottie@epa.gov>  
**Cc:** Stewart, Keith <Stewart.Keith@epa.gov>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

FYI. See below.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies- **Deliberative Process / Ex. 5**

## **Deliberative Process / Ex. 5**

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., **I received a cost breakdown and disclosure of cost in Statement of Work** – I will find out from Manager if **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

After I find out whether **Deliberative Process / Ex. 5** I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 In addition, prior to that meeting when we originally met to discuss the SOW Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 Hopefully, Donna can shed some light on whether Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 Hope this helps. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that Deliberative Process / Ex. 5

## **Deliberative Process / Ex. 5**

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
**Personal Phone / Ex. 6 (mobile)****

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to **Deliberative Process / Ex. 5** This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. **Deliberative Process / Ex. 5** Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

or will OAM do that?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities Media Support/News analysis service

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**

**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Monday, November 27, 2017 3:23 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 22, 2017 10:34 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Wednesday, November 22, 2017 10:09 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*



---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, Deliberative Process / Ex. 5 correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 9:30 AM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Quarles, Michael[Quarles.Michael@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 12/4/2017 8:42:09 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

We are keeping upper management in the loop. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Quarles, Michael  
**Sent:** Monday, December 04, 2017 3:32 PM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Okay thank you.

Hi Rayna,

Can you please approve the release of documents for the program office to review so we can speed this process? Otherwise, we might have a significant issue with upper management. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 3:24 PM  
**To:** Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Michael

As soon as I get approval to do so. Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Monday, December 04, 2017 3:21 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna,

Please send me the items you were sent from the posting, we will review the documents for vendor capabilities.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

FYI.

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action

b) I have one capability statement and 2 emails coming against this being a sole source from companies-

Deliberative Process / Ex. 5

## Deliberative Process / Ex. 5

c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., I received a cost breakdown and disclosure of cost in Statement of Work – I will find out from Manager if

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

After I find out whether **Deliberative Process / Ex. 5** I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone  
On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

In addition, prior to that meeting when we originally met to discuss the SOW

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Hopefully, Donna can shed some light on whether

Deliberative Process / Ex. 5

Hope this

helps. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that **Deliberative Process / Ex. 5**

## **Deliberative Process / Ex. 5**

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>



Cc: Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

From: Lynn, Tricia

Sent: Thursday, November 30, 2017 8:58 AM

To: Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

Cc: Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

From: Gosnell, Jody

Sent: Thursday, November 30, 2017 8:56 AM

To: Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

Cc: Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to Deliberative Process / Ex. 5. This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor Deliberative Process / Ex. 5 Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

From: Grantham, Nancy

Sent: Thursday, November 30, 2017 8:29 AM

To: Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

Cc: Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 12:14 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities Media Support/News analysis service

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 29, 2017 11:53 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 11:52 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna

<Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 7:50 AM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Monday, November 27, 2017 4:20 PM

**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Monday, November 27, 2017 3:23 PM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**

**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, **Deliberative Process / Ex. 5** correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

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**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**



---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 9:30 AM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**From:** Quarles, Michael  
**Sent:** Mon 12/4/2017 8:32:11 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Okay thank you.

Hi Rayna,

Can you please approve the release of documents for the program office to review so we can speed this process? Otherwise, we might have a significant issue with upper management. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 3:24 PM  
**To:** Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Michael

As soon as I get approval to do so. Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Monday, December 04, 2017 3:21 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna,

Please send me the items you were sent from the posting, we will review the documents for vendor capabilities.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Quarles, Michael <Quarles.Michael@epa.gov>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

FYI.

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies-

Deliberative Process / Ex. 5

## Deliberative Process / Ex. 5

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., I received a cost breakdown and disclosure of cost in Statement of Work – I will find out from Manager if

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

After I find out whether **Deliberative Process / Ex. 5** I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)

---

**From:** Grantham, Nancy

**Sent:** Friday, December 01, 2017 6:53 PM

**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>

**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>

**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <Gosnell.Jody@epa.gov> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** In addition, prior to that meeting when we originally met to discuss the SOW **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** Hopefully, Donna can shed some light on whether **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** Hope this helps. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Friday, December 01, 2017 9:50 AM

**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>

**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**

**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

## Deliberative Process / Ex. 5

--Tricia

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**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to Deliberative Process / Ex. 5. This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5 Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Deliberative Process / Ex. 5

or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special

Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6
------------------------

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna

<Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 3:28 PM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Tuesday, November 28, 2017 7:51 AM

**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 7:50 AM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody



*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Wednesday, November 22, 2017 10:09 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*

*Office: (202) 564-4353*

*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Tuesday, November 21, 2017 4:50 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**

**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Friday, November 17, 2017 8:32 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*

*Office: (202) 564-4353*

Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, 

**Deliberative Process / Ex. 5**

 correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews

Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 02, 2017 9:31 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 9:30 AM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews

Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Quarles, Michael[Quarles.Michael@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 12/4/2017 8:24:15 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Michael

As soon as I get approval to do so. Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Quarles, Michael  
**Sent:** Monday, December 04, 2017 3:21 PM  
**To:** Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna,

Please send me the items you were sent from the posting, we will review the documents for vendor capabilities.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Quarles, Michael <Quarles.Michael@epa.gov>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

FYI.

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies- I did not ask for a capability statement but I believe

**Deliberative Process / Ex. 5**

## **Deliberative Process / Ex. 5**

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., **I received a cost breakdown and disclosure of cost in Statement of Work** – I will find out from Manager if

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

After I find out whether **Deliberative Process / Ex. 5** I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the **Deliberative Process / Ex. 5**



meeting when we originally met to discuss the SOW

Hopefully, Donna can shed some light on whether

Hope this

helps. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy
**Sent:** Friday, December 01, 2017 9:50 AM**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that donna has in fact received what she needs from the vendor – and that if we do not have other vendors who reply to the notice, we will be able to proceed with awarding the contract.

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody
**Sent:** Thursday, November 30, 2017 9:17 AM**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to Deliberative Process / Ex. 5 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5 Jody

*Jody Gosnell  
Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Are we permitted to send to the potential contractor or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 11:52 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 29, 2017 11:50 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 3:28 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*

*Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Tuesday, November 21, 2017 4:50 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Friday, November 17, 2017 8:32 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 16, 2017 1:43 PM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia

**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, **Deliberative Process / Ex. 5**, correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

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**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!



--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**From:** Quarles, Michael  
**Sent:** Mon 12/4/2017 8:20:36 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna,

Please send me the items you were sent from the posting, we will review the documents for vendor capabilities.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Quarles, Michael <Quarles.Michael@epa.gov>  
**Subject:** FW: Updated Docs for PR-OA-17-00132 NEWS SVC

FYI.

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies-

Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5**

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., **I received a cost breakdown and disclosure of cost in Statement of Work** – I will find out from Manager if

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

After I find out whether **Deliberative Process / Ex. 5** I will let you know. If you have questions,

please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone  
On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** In addition, prior to that meeting when we originally met to discuss the SOW **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** Hopefully, Donna can shed some light on whether **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** Hope this helps. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that

Deliberative Process / Ex. 5

## Deliberative Process / Ex. 5

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

**From:** Lynn, Tricia

**Sent:** Thursday, November 30, 2017 8:58 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

**From:** Gosnell, Jody

**Sent:** Thursday, November 30, 2017 8:56 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to **Deliberative Process / Ex. 5** This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. **Deliberative Process / Ex. 5** Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*

*Office: (202) 564-4353*

*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

**From:** Grantham, Nancy

**Sent:** Thursday, November 30, 2017 8:29 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

or will OAM do that?

Thanks ng

**Nancy Grantham**

**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 12:14 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

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**From:** Grantham, Nancy

**Sent:** Wednesday, November 29, 2017 11:53 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**

**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 11:52 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody



**Sent:** Tuesday, November 28, 2017 7:50 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Monday, November 27, 2017 4:20 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6** **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Monday, November 27, 2017 3:23 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 22, 2017 10:34 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, **Deliberative Process / Ex. 5** correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia

**Sent:** Monday, November 13, 2017 11:48 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 11:48 AM

**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460

---

**From:** Quarles, Michael

**Sent:** Thursday, November 02, 2017 11:44 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 02, 2017 9:31 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 9:30 AM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per

our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Grantham, Nancy[Grantham.Nancy@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]; Lynn, Tricia[lynn.tricia@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]  
**From:** Wooden-Aguilar, Helena  
**Sent:** Mon 12/4/2017 6:45:35 PM  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thank you all. Your attention to this is much appreciated.

Helena Wooden-Aguilar  
Acting Deputy Chief of Staff  
Office of the Administrator  
U.S. Environmental Protection Agency  
202-564-0792 (office)  
Personal Phone / Ex. 6 (mobile)  
[wooden-aguilar.helena@epa.gov](mailto:wooden-aguilar.helena@epa.gov)

On Dec 4, 2017, at 1:43 PM, Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)> wrote:

Hi

I have met with Rayna Brown, Manager and we will get back to as soon as possible regarding this award.  
Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

a) After special notice, which closes December 5, 2017 at 10:20am (dated posted

11/29/17) the post is for 5 days per Contracting Officer direction– Next action

- b) I have one capability statement and 2 emails coming against this being a sole source from companies-

Deliberative Process / Ex. 5

## Deliberative Process / Ex. 5

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., I received a cost breakdown and disclosure of cost in Statement of Work – I will find out from Manager if

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

After I find out whether I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether

Deliberative Process / Ex. 5

However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 In addition, prior to that meeting when we originally met to discuss the SOW

## Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Hopefully, Donna can shed some light on whether

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Hope this

helps. Jody



*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that **Deliberative Process / Ex. 5**

## **Deliberative Process / Ex. 5**

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to Deliberative Process / Ex. 5 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 11:52 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 29, 2017 11:50 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**

**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 3:28 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*

*Office: (202) 564-4353*

*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, **Deliberative Process / Ex. 5** correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

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**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia



---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Grantham, Nancy[Grantham.Nancy@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** Lynn, Tricia[lynn.tricia@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 12/4/2017 6:43:03 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi

I have met with Rayna Brown, Manager and we will get back to as soon as possible regarding this award. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:50 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies-

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5
- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., I received a cost breakdown and disclosure of cost in Statement of Work – I will find out from Manager if

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

After I find out whether 

Deliberative Process / Ex. 5

 I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews

Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone  
On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 In addition, prior to that meeting when we originally met to discuss the SOW Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 Hopefully, Donna can shed some light on whether Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 Hope this helps. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5**

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

## Deliberative Process / Ex. 5

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to Deliberative Process / Ex. 5 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5 Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Deliberative Process / Ex. 5 or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6	<b>(mobile)</b>
------------------------	-----------------

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC



Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6
------------------------

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, **Personal Phone / Ex. 6** er, correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA

document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Dews, Donna[Dews.Donna@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** Lynn, Tricia[lynn.tricia@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]  
**From:** Grantham, Nancy  
**Sent:** Mon 12/4/2017 3:09:45 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

**From:** Dews, Donna  
**Sent:** Monday, December 04, 2017 8:49 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies-

Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5**

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., I received a cost breakdown and disclosure of cost in Statement of Work – I will find out from Manager if

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

After I find out whether **Deliberative Process / Ex. 5** I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <Gosnell.Jody@epa.gov> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** In addition, prior to that meeting when we originally met to discuss the SOW **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** Hopefully, Donna can shed some light on whether **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** Hope this

helps. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**



---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**  
Personal Phone / Ex. 6 (mobile)

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

# Deliberative Process / Ex. 5

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to Deliberative Process / Ex. 5 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5 Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Deliberative Process / Ex. 5 or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, **Deliberative Process / Ex. 5** correct? We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management

HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC



Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management

HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Grantham, Nancy[Grantham.Nancy@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** Lynn, Tricia[lynn.tricia@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 12/4/2017 1:49:03 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning

I have meeting with Rayna Brown, Manager at 11:30aam regarding next steps after Special Notice was sent to public of intent to sole source:

Clarification from Manager:

- a) After special notice, which closes December 5, 2017 at 10:20am (dated posted 11/29/17) the post is for 5 days per Contracting Officer direction– Next action
- b) I have one capability statement and 2 emails coming against this being a sole source from companies- **Deliberative Process / Ex. 5**

## **Deliberative Process / Ex. 5**

- c) There is no updated quote (unless it was sent since our last meeting/conversation) that I received from Definers, Corp., **I received a cost breakdown and disclosure of cost in Statement of Work** – I will find out from Manager if **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

After I find out whether **Deliberative Process / Ex. 5** I will let you know. If you have questions, please give me a call directly at 202-564-6752. Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 6:53 PM  
**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <Gosnell.Jody@epa.gov> wrote:

Food and Water Watch v. EPA, No. 1:18-cv-01497 (D.D.C.); EPA-HQ-20178-002708

ED\_002048B\_00000216-00001

Hello All,

I apologize that you still have not received a response. I have not received an update on whether **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** In addition, prior to that meeting when we originally met to discuss the SOW **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** Hopefully, Donna can shed some light on whether **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** Hope this helps. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Wooden-Aguilar, Helena <[Wooden-Aguilar.Helena@epa.gov](mailto:Wooden-Aguilar.Helena@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that **Deliberative Process / Ex. 5**

## **Deliberative Process / Ex. 5**

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 (mobile)

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to Deliberative Process / Ex. 5. This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5 Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia

<lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 11:52 AM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 29, 2017 11:50 AM

**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 3:28 PM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng



**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*

**Office: (202) 564-4353**  
**Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)**

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
**Office: (202) 564-4353**  
**Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)**

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia

**Sent:** Thursday, November 16, 2017 1:38 PM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...I thought you just needed that so I could put it in the IGCE. Please see the attached email, wherein Definers quotes a price.

That said, Personal Phone / Ex. 6 We're interested in being able to evaluate their work in as they respond to what we've put together in the SOW and instructions to offerors.

Thanks!

--Tricia

---

**From:** Dews, Donna

**Sent:** Thursday, November 16, 2017 1:28 PM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia

**Sent:** Monday, November 13, 2017 11:48 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Grantham, Nancy[Grantham.Nancy@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** Lynn, Tricia[lynn.tricia@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]  
**From:** Dews, Donna  
**Sent:** Mon 12/4/2017 12:16:00 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Good morning All

I was out sick on Friday, I will follow up with you as soon as I speak with my Manager Rayna Brown. Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
Dews.donna@epa.gov

---

**From:** Grantham, Nancy  
**Sent:** Monday, December 04, 2017 6:06 AM  
**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>  
**Cc:** Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Do we know what day this week the posting closes? Thx ng

Sent from my iPhone  
On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <Gosnell.Jody@epa.gov> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** In addition, prior to that meeting when we originally met to discuss the SOW because **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** it was stated then that the vendor would need to provide an updated or revised quote based on the any changes in the SOW. Hopefully, Donna can shed some light on whether **Deliberative Process / Ex. 5**  
**Deliberative Process / Ex. 5** Hope this helps. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Friday, December 01, 2017 9:50 AM

**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>

**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** we will be able to proceed with awarding the contract.

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6** **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Thursday, November 30, 2017 9:17 AM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Cc:** Brown, Rayna <brown.rayna@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 30, 2017 9:02 AM

**To:** Lynn, Tricia <lynn.tricia@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Cc:** Brown, Rayna <brown.rayna@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**  
Personal Phone / Ex. 6

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

## Deliberative Process / Ex. 5

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need **Deliberative Process / Ex. 5** This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. **Deliberative Process / Ex. 5** Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <Dews.Donna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5** or will OAM do that?

Thanks ng



**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**  
Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 7:50 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*

*Office: (202) 564-4353*

*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Monday, November 27, 2017 4:20 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**

**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Monday, November 27, 2017 3:23 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*

*Office: (202) 564-4353*

Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Thanks!

--Tricia

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**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

<b>Deliberative Process / Ex. 5</b>
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<b>Deliberative Process / Ex. 5</b>
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Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6
------------------------

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)



**To:** Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** Lynn, Tricia[lynn.tricia@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]  
**From:** Grantham, Nancy  
**Sent:** Mon 12/4/2017 11:05:58 AM  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Do we know what day this week the posting closes? Thx ng

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <Gosnell.Jody@epa.gov> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether a request was ever

**Deliberative Process / Ex. 5**

However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received the

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

meeting when we originally met to discuss the SOW because

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

it was stated then that the vendor would need to provide an updated or revised quote based on the any changes in the SOW. Hopefully, Donna can shed some light on whether she

**Deliberative Process / Ex. 5**

Hope this helps. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Friday, December 01, 2017 9:50 AM

**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>

**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that **Deliberative Process / Ex. 5** m

**Deliberative Process / Ex. 5**

we will be able to proceed with awarding the contract.

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

**Personal Phone / Ex. 6**

---

**From:** Gosnell, Jody

**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right ..

## Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
(mobile)**

Personal Phone / Ex. 6

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

## Deliberative Process / Ex. 5

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would Deliberative Process / Ex. 5 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5 Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Deliberative Process / Ex. 5 or will OAM do that?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
Personal Phone / Ex. 6 **(mobile)****

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews

Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**

**Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
(mobile)**

Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
(mobile)**

Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353*

*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael

<Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

**From:** Lynn, Tricia

**Sent:** Thursday, November 16, 2017 1:38 PM

**To:** Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>

**Cc:** Grantham, Nancy <Grantham.Nancy@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5**

Thanks!

--Tricia

**From:** Dews, Donna

**Sent:** Thursday, November 16, 2017 1:28 PM

**To:** Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>

**Cc:** Grantham, Nancy <Grantham.Nancy@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Importance:** High

Hi All

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)



---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6	<b>(mobile)</b>
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**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)



**To:** Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** Lynn, Tricia[lynn.tricia@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]  
**From:** Grantham, Nancy  
**Sent:** Fri 12/1/2017 11:53:16 PM  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Thx

Sent from my iPhone

On Dec 1, 2017, at 6:50 PM, Gosnell, Jody <Gosnell.Jody@epa.gov> wrote:

Hello All,

I apologize that you still have not received a response. I have not received an update on whether a request was ever  
[Deliberative Process / Ex. 5] However, during the last meeting we had, you asked what the next  
steps were and one of the next steps mentioned was once we received the [Deliberative Process / Ex. 5]  
[Deliberative Process / Ex. 5] In addition, prior to that  
meeting when we originally met to discuss the SOW because [Deliberative Process / Ex. 5]  
[Deliberative Process / Ex. 5] it was stated then that the vendor would need to provide an  
updated or revised quote based on the any changes in the SOW. Hopefully, Donna can shed some light on whether she  
has already [Deliberative Process / Ex. 5] e. Hope this  
helps. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that [Deliberative Process / Ex. 5]  
[Deliberative Process / Ex. 5] we will be able to proceed with  
awarding the contract.

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
[Personal Phone / Ex. 6] **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. I thought t

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need Deliberative Process / Ex. 5 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5 Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Are we permitted to send to the potential contractor Deliberative Process / Ex. 5

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews

Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. **Deliberative Process / Ex. 5** Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

**Deliberative Process / Ex. 5**

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**

**Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353*



*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Monday, November 27, 2017 4:20 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Monday, November 27, 2017 3:23 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 22, 2017 10:34 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody

**Sent:** Wednesday, November 22, 2017 10:09 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael

<Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

**From:** Lynn, Tricia

**Sent:** Thursday, November 16, 2017 1:38 PM

**To:** Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>

**Cc:** Grantham, Nancy <Grantham.Nancy@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Thanks!

--Tricia

**From:** Dews, Donna

**Sent:** Thursday, November 16, 2017 1:28 PM

**To:** Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>

**Cc:** Grantham, Nancy <Grantham.Nancy@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Importance:** High

Hi All

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)



**To:** Grantham, Nancy[Grantham.Nancy@epa.gov]; Lynn, Tricia[lynn.tricia@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]  
**From:** Gosnell, Jody  
**Sent:** Fri 12/1/2017 11:50:19 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello All,

I apologize that you still have not received a response. I have not received an update on whether a request Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 However, during the last meeting we had, you asked what the next steps were and one of the next steps mentioned was once we received Deliberative Process / Ex. 5 updated Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 In addition, prior to that meeting when we originally met to discuss the SOW because the original quote we received was basically a capability statement and it did not reference any parts of that SOW, it was stated then that the vendor would need to provide an updated or revised quote based on the any changes in the SOW. Hopefully, Donna can shed some light on whether Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 Hope this helps. Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Friday, December 01, 2017 9:50 AM  
**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 we will be able to proceed with awarding the contract.

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. **Deliberative Process / Ex. 5**

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
(mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,



I am curious as to why you would need **Deliberative Process / Ex. 5** This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 30, 2017 8:29 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

or will OAM do that?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
(mobile)**

**Personal Phone / Ex. 6**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 12:14 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6	<b>(mobile)</b>
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**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6	<b>(mobile)</b>
------------------------	-----------------

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**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Monday, November 27, 2017 3:23 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*

*Office: (202) 564-4353*

*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 22, 2017 10:34 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Wednesday, November 22, 2017 10:09 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**

**Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

**From:** Lynn, Tricia

**Sent:** Thursday, November 16, 2017 1:38 PM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Thanks!

--Tricia

**From:** Dews, Donna

**Sent:** Thursday, November 16, 2017 1:28 PM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Importance:** High

Hi All

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** Again Thanks.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**From:** Lynn, Tricia

**Sent:** Monday, November 13, 2017 11:48 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

**Deliberative Process / Ex. 5**

## Deliberative Process / Ex. 5

Thanks everyone!

--Tricia

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 11:48 AM

**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael

**Sent:** Thursday, November 02, 2017 11:44 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles

Acquisitions and Assistance Manager

Office of Administrative and Executive Services

US Environmental Protection Agency

1200 Pennsylvania Ave. NW

Washington, DC 20460

Mail Code 6202A

(202) 343-9970

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 02, 2017 9:31 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 9:30 AM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)



**To:** Gosnell, Jody[Gosnell.Jody@epa.gov]; Lynn, Tricia[lynn.tricia@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]  
**From:** Grantham, Nancy  
**Sent:** Fri 12/1/2017 2:50:23 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – we have not heard back on this – so are assuming that Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5 we will be able to proceed with awarding the contract.

Please let me know the date the 5 day posting expires.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 9:17 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <lynn.tricia@epa.gov>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. Deliberative Process / Ex. 5  
Deliberative Process / Ex. 5

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

**From:** Lynn, Tricia

**Sent:** Thursday, November 30, 2017 8:58 AM

**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Cc:** Brown, Rayna <brown.rayna@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

**Deliberative Process / Ex. 5**

We can do that, right?

--Tricia

**From:** Gosnell, Jody

**Sent:** Thursday, November 30, 2017 8:56 AM

**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Cc:** Brown, Rayna <brown.rayna@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need **Deliberative Process / Ex. 5** This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. **Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Jody

*Jody Gosnell*

*Contracting Officer/Team Leader*

*Headquarters Procurement Operations Division*

*Office of Acquisition Management*

*Office: (202) 564-4353*

*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

**From:** Grantham, Nancy

**Sent:** Thursday, November 30, 2017 8:29 AM

**To:** Dews, Donna <Dews.Donna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Cc:** Brown, Rayna <brown.rayna@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 12:14 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy

**Sent:** Wednesday, November 29, 2017 11:53 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**

**Office of Public Affairs**

**US Environmental Protection Agency**

**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 11:52 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews

Contract Specialist

US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
(mobile)**

Personal Phone / Ex. 6

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Thanks!

--Tricia

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Importance:** High

Hi All

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5** Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia

**Sent:** Monday, November 13, 2017 11:48 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 11:48 AM

**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)



---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Gosnell, Jody[Gosnell.Jody@epa.gov]  
**Cc:** Lynn, Tricia[lynn.tricia@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]  
**From:** Grantham, Nancy  
**Sent:** Fri 12/1/2017 3:15:55 AM  
**Subject:** Re: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi - do we have confirmation that we have a submission from the vendor? Thx ng

Sent from my iPhone

On Nov 30, 2017, at 9:17 AM, Gosnell, Jody <Gosnell.Jody@epa.gov> wrote:

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell  
 Contracting Officer/Team Leader  
 Headquarters Procurement Operations Division  
 Office of Acquisition Management  
 Office: (202) 564-4353  
 Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right .. **Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5**

Thanks ng

**Nancy Grantham  
 Office of Public Affairs  
 US Environmental Protection Agency  
 202-564-6879 (desk)  
 Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

## Deliberative Process / Ex. 5

--Tricia

---

**From:** Gosnell, Jody

**Sent:** Thursday, November 30, 2017 8:56 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Deliberative Process / Ex. 5

## Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 30, 2017 8:29 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

## Deliberative Process / Ex. 5

or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Dews, Donna

**Sent:** Wednesday, November 29, 2017 12:14 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**  
**Personal Phone / Ex. 6**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Deliberative Process / Ex. 5

 I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**  
Personal Phone / Ex. 6

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**

**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*



Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**  
Personal Phone / Ex. 6

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

I am still reviewing documents submitted (JOFOC and SOW) but we still need that Quote from the contractor (Definers). If you sent and I missed, I apologize. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia

<lynn.tricia@epa.gov>

**Cc:** Gosnell, Jody <Gosnell.Jody@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy

**Sent:** Thursday, November 02, 2017 9:31 AM

**To:** Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

**Cc:** Gosnell, Jody <Gosnell.Jody@epa.gov>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 9:30 AM

**To:** Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>

**Cc:** Gosnell, Jody <Gosnell.Jody@epa.gov>

**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Grantham, Nancy[Grantham.Nancy@epa.gov]; Lynn, Tricia[lynn.tricia@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Gosnell, Jody  
**Sent:** Thur 11/30/2017 2:17:27 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Donna should already have received either an updated quote or a quote that reflects the revised SOW and that would be good for 30 or 60 days.

Donna can you verify if you have received the information from the vendor? Thanks, Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 9:02 AM  
**To:** Lynn, Tricia <lynn.tricia@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right ..	<b>Deliberative Process / Ex. 5</b>
Deliberative Process / Ex. 5	

If that is not the case, that is fine.

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
Personal Phone / Ex. 6 (mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

<b>Deliberative Process / Ex. 5</b>
-------------------------------------

--Tricia

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need Deliberative Process / Ex. 5 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Typically we don't send it

**Deliberative Process / Ex. 5**

Jody

*Jody Gosnell  
Contracting Officer/Team Leader  
Headquarters Procurement Operations Division  
Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

will OAM do that?

Thanks ng

**Nancy Grantham  
Office of Public Affairs  
US Environmental Protection Agency  
202-564-6879 (desk)  
Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency

Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**

**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 3:28 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

**From:** Grantham, Nancy

**Sent:** Tuesday, November 28, 2017 7:51 AM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 7:50 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5 Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*



**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6
------------------------

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Friday, November 17, 2017 8:32 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize...

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5**

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

## Deliberative Process / Ex. 5

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency

1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Lynn, Tricia[lynn.tricia@epa.gov]; Gosnell, Jody[Gosnell.Jody@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Grantham, Nancy  
**Sent:** Thur 11/30/2017 2:02:11 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right ..

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**(mobile)**

Personal Phone / Ex. 6

**From:** Lynn, Tricia  
**Sent:** Thursday, November 30, 2017 8:58 AM  
**To:** Gosnell, Jody <Gosnell.Jody@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

Deliberative Process / Ex. 5

--Tricia

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need 

Deliberative Process / Ex. 5

 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. 

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Deliberative Process / Ex. 5**

or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM

Food and Water Watch v. EPA, No. 1:18-cv-01497 (D.D.C.); EPA-HQ-20178-002708

ED\_002048B\_00000225-00002

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6
------------------------

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM



**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Tuesday, November 28, 2017 7:50 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Monday, November 27, 2017 4:20 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Monday, November 27, 2017 3:23 PM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Wednesday, November 22, 2017 10:09 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 21, 2017 4:50 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

**From:** Gosnell, Jody

**Sent:** Friday, November 17, 2017 8:32 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it.  
post it by no later than Wednesday morning. Thanks, Jody

Deliberative Process / Ex. 5

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

**From:** Grantham, Nancy

**Sent:** Thursday, November 16, 2017 1:43 PM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

**From:** Lynn, Tricia

**Sent:** Thursday, November 16, 2017 1:38 PM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

I apologize.

**Deliberative Process / Ex. 5**

**Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

# Deliberative Process / Ex. 5

Thanks!

--Tricia

---

**From:** Dews, Donna

**Sent:** Thursday, November 16, 2017 1:28 PM

**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

**Importance:** High

Hi All

---

## Deliberative Process / Ex. 5

### Deliberative Process / Ex. 5

Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia

**Sent:** Monday, November 13, 2017 11:48 AM

**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end. I'm still waiting for a bit of information from Definers to complete the JOFOC, but I'll send it as soon as I have it.

Thanks everyone!

--Tricia

---

**From:** Dews, Donna

**Sent:** Thursday, November 02, 2017 11:48 AM

**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy

---

<[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>

**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>

**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

**To:** Gosnell, Jody[Gosnell.Jody@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]  
**Cc:** Brown, Rayna[brown.rayna@epa.gov]  
**From:** Lynn, Tricia  
**Sent:** Thur 11/30/2017 1:57:31 PM  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

We still want to receive a quote from them to review their work and see that it meets our needs. We can do that, right?

--Tricia

---

**From:** Gosnell, Jody  
**Sent:** Thursday, November 30, 2017 8:56 AM  
**To:** Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>  
**Cc:** Brown, Rayna <brown.rayna@epa.gov>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

I am curious as to why you would need to Deliberative Process / Ex. 5 This is a public notice to make sure there are no other vendors out there that can do it. If we don't get any responses then we will prepare the award and send that to the vendor. Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 . Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 30, 2017 8:29 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Brown, Rayna <[brown.rayna@epa.gov](mailto:brown.rayna@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Deliberative Process / Ex. 5 or will OAM do that?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
Personal Phone / Ex. 6 **(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 12:14 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go [www.fbo.gov](http://www.fbo.gov) and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

[www.fedconnect.net](http://www.fedconnect.net) – public opportunities [Media Support/News analysis service](#)

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:53 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

**Personal Phone / Ex. 6**

**(mobile)**

---

**From:** Dews, Donna  
**Sent:** Wednesday, November 29, 2017 11:52 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)



**From:** Grantham, Nancy  
**Sent:** Wednesday, November 29, 2017 11:50 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 3:28 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

She was working on a priority for Keith Stewart today. I just found out that she had some additional questions for me about what you all submitted but I have been having issues with my email today so I will provide her a response in the morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Tuesday, November 28, 2017 7:51 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Tuesday, November 28, 2017 7:50 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is running late today and I did not receive a status update from her yesterday. I will follow up with you when she gets in this

morning. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Monday, November 27, 2017 4:20 PM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Can we confirm that this was posted today? Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Gosnell, Jody  
**Sent:** Monday, November 27, 2017 3:23 PM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)*

---

**From:** Grantham, Nancy  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Wednesday, November 22, 2017 10:09 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Donna is on leave until the 27<sup>th</sup> so it should be posted on the 27<sup>th</sup>. Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*  
*Office of Acquisition Management*  
*Office: (202) 564-4353*  
*Email: [gossnell.jody@epa.gov](mailto:gossnell.jody@epa.gov)*

---

**From:** Grantham, Nancy

**Sent:** Tuesday, November 21, 2017 4:50 PM

**To:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this – are we able to post the contract RFP tomorrow?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**

Personal Phone / Ex. 6 **(mobile)**

---

**From:** Gosnell, Jody

**Sent:** Friday, November 17, 2017 8:32 AM

**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>

**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Once we have the final documents, we will take one final look at them and if everything looks good we will post it. I would like to post it by no later than Wednesday morning. Thanks, Jody

*Jody Gosnell*  
*Contracting Officer/Team Leader*  
*Headquarters Procurement Operations Division*

Office of Acquisition Management  
Office: (202) 564-4353  
Email: [gosnell.jody@epa.gov](mailto:gosnell.jody@epa.gov)

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 16, 2017 1:43 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Checking on status of ACC that Michael is working on.

Once that is done, what is our timeline for putting this on 5 day posting?

Thanks ng

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  

Personal Phone / Ex. 6

**(mobile)**

---

**From:** Lynn, Tricia  
**Sent:** Thursday, November 16, 2017 1:38 PM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Thanks!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 16, 2017 1:28 PM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC  
**Importance:** High

Hi All

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Again Thanks.

Deliberative Process / Ex. 5

Donna Dews

Food and Water Watch v. EPA, No. 1:18-cv-01497 (D.D.C.); EPA-HQ-20178-002708

ED\_002048B\_00000226-00006

Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Lynn, Tricia  
**Sent:** Monday, November 13, 2017 11:48 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Cc:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

**Deliberative Process / Ex. 5**

Thanks everyone!

--Tricia

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 11:48 AM  
**To:** Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460  
202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)

---

**From:** Quarles, Michael  
**Sent:** Thursday, November 02, 2017 11:44 AM  
**To:** Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>; Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

I will be attaching this document in lieu of FITARA. Thank you.

Have a great day,

Michael G. Quarles  
Acquisitions and Assistance Manager  
Office of Administrative and Executive Services  
US Environmental Protection Agency  
1200 Pennsylvania Ave. NW  
Washington, DC 20460  
Mail Code 6202A  
(202) 343-9970

---

**From:** Grantham, Nancy  
**Sent:** Thursday, November 02, 2017 9:31 AM  
**To:** Dews, Donna <[Dews.Donna@epa.gov](mailto:Dews.Donna@epa.gov)>; Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. I think michael mentioned that we don't need the FITARA – rather he will have a statement re: security issues.

Thanks all

**Nancy Grantham**  
**Office of Public Affairs**  
**US Environmental Protection Agency**  
**202-564-6879 (desk)**  
**Personal Phone / Ex. 6 (mobile)**

---

**From:** Dews, Donna  
**Sent:** Thursday, November 02, 2017 9:30 AM  
**To:** Lynn, Tricia <[lynn.tricia@epa.gov](mailto:lynn.tricia@epa.gov)>; Quarles, Michael <[Quarles.Michael@epa.gov](mailto:Quarles.Michael@epa.gov)>; Grantham, Nancy <[Grantham.Nancy@epa.gov](mailto:Grantham.Nancy@epa.gov)>  
**Cc:** Gosnell, Jody <[Gosnell.Jody@epa.gov](mailto:Gosnell.Jody@epa.gov)>  
**Subject:** Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation. Per our meeting this week I have attached documents to be finalized for the Approved Procurement Plan (APP) (in which Michael would prepare). Please address all issues discussed. Under the additional notes I believe the only item left is getting the FITARA document. Please let Jody or I know if you need further information or any questions for JOFOC or any of these other attachments. Again Thanks.

Donna Dews  
Contract Specialist  
US Environmental Protection Agency  
Office of Acquisition Management  
HPOD/Program Contract Service Center  
Washington, DC 20460

202-564-6752 (DIRECT)  
[Dews.donna@epa.gov](mailto:Dews.donna@epa.gov)